



**GOVERNMENT OF MEGHALAYA  
MEGHALAYA STATE RURAL LIVELIHOODS SOCIETY**

(The Nodal Agency of Govt. of Meghalaya for Implementing NRLM, Ministry of Rural Development, Govt. of India)  
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**MSRLS/SMMU/HR/REC/ADVT/1856/2024-25/2373**

**Dated: Shillong the 4<sup>th</sup> March 2025**

## **ADVERTISEMENT**

The Meghalaya State Rural Livelihoods Society (MSRLS) seeks applications from the citizens of Meghalaya for filling of various post at the State Mission Management Unit (SMMU), Shillong. The candidates will have to submit their Online Application using the link provided in the MSRLS website “<http://msrls.nic.in/>” and the date for submission of the application is from **10:00 am** of the **8<sup>th</sup> March 2025** up to **5:00 pm** of the **31<sup>st</sup> March 2025**. The required qualification for the post and other related information are also available at the above link under **Detailed Advertisement & Guidelines** for application and the candidates are advised to go through the terms and conditions of the recruitment process thoroughly and satisfy themselves of their eligibility before applying. The job requires extensive tours and night stays in remote rural areas of the state, so only such candidates who have the commitment to serve rural people and possess the requisite aptitude, should apply. Local Candidates will be given preference. The appointment to the following post is purely temporary and on a contractual basis and no claim whatsoever can be made for any permanent position with the Government or any organization under it.

Place of posting	Name of post	No. of Post	Pay per Month
State Mission Management Unit (SMMU)	Project Manager – Social Inclusion & Social Development	1	₹. 46,800 /-
	Project Manager – Food, Nutrition, Health & Wash	1	₹. 46,800 /-
	Project Manager – Panchayati Raj Institutions Community Based Organizations	1	₹. 46,800 /-
	Project Manager – Community Building & Compliance	1	₹. 46,800 /-
	Project Manager –Human Resource Management	2	₹. 46,800 /-
	Project Manager – Information Technology	2	₹. 46,800 /-

*Sd/-*  
Chief Executive Officer,  
Meghalaya State Rural Livelihood Society.

## ANNEXURE -1:

PLACE OF POSTING – STATE MISSION MANAGEMENT UNIT (SMMU)			
SN	Post	Qualification & Experience	Pay Per Month
1	Project Manager – Social Inclusion & Social Development (PM – SISD)  (SMMU: 1 Post – Shillong)	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>a. Post Graduate Degree in any subject from recognized University/ Institution.</li> <li>b. Minimum 3 years of working experience in Rural Development’ sector/Projects preferably in Rural Development and Poverty Alleviation Programmes, Community Organization, social inclusion, Community Development, or social welfare programs.</li> <li>Experience working with diverse communities and an understanding of social issues like poverty, discrimination, and access to education and healthcare.</li> <li>Experience with grant management, funding proposals, and collaborating with NGOs, governmental bodies, or other partners.</li> <li>Strong Analytical, Communication and Interpersonal Skills.</li> <li>Willingness to travel extensively for work</li> <li>Within 35 years of age</li> </ol> <p><b>Desirability:</b></p> <ol style="list-style-type: none"> <li>Familiarity with Government Policies, Regulations, and international frameworks related to Social Inclusion and Development</li> <li>Proven experience in Rural Development Projects</li> <li>Have knowledge in Management Information System</li> </ol>	₹. 46,800/-
2	Project Manager – Food, Nutrition, Health & Wash (PM-FNHW)  (SMMU: 1 Post – Shillong)	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>a. Post Graduate Degree in Science, Public Health, Home Science, Nutrition &amp; Dietetics, or related field from a reputed University/Institution.</li> <li>b. Minimum 3 years of experience in Early Childhood Development, Health or Social/ Rural Development.</li> </ol> <p style="text-align: center;">or</p> <ol style="list-style-type: none"> <li>a. Degree in Science, Public Health, Home Science, Nutrition &amp; Dietetics, from recognized University/ Institution.</li> <li>b. Minimum 5 years of experience in experience in Early Childhood Development, Health or Social/Rural Development.</li> <li>Strong Analytical, Communication and Interpersonal Skills.</li> <li>Willingness to travel extensively for work</li> <li>Within 35 years of age</li> </ol> <p><b>Desirability:</b></p> <ol style="list-style-type: none"> <li>Familiarity with Govt. Programs and Policies related to Health, Nutrition, Early Childhood Intervention/Development</li> <li>Experience working with Rural Communities, preferably in Meghalaya or North Eastern States</li> <li>Strong understanding of Food Safety Regulations and Public Health standards.</li> <li>Relevant certifications in Food Safety, Health and Wellness (e.g., Certified Nutrition Specialist, Certified Health Education Specialist) are an advantage.</li> <li>Have knowledge in Management Information System.</li> </ol>	₹. 46,800/-

3	<p>Project Manager – Panchayati Raj Institutions Community Based Organizations (PM – PRCB)</p> <p>(1 Post – Shillong)</p>	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>1. <b>a.</b> Master’s Degree in Management, Public Administration, Rural Management, Rural Development, or any related field from recognized University/ Institution. <b>b.</b> Minimum of <b>3 years</b> of work experience in managing projects with Panchayati Raj Institutions, Community-Based Organizations, or in the domain of local governance and rural development.</li> <li style="text-align: center;"><b>or</b></li> <li>2. <b>a.</b> Bachelor's degree in Management, Public Administration, Rural Management, Rural Development, or any related field from recognized University/ Institution. <b>b.</b> Minimum of <b>5 years</b> of work experience in managing projects with Panchayati Raj Institutions, Community-Based Organizations, or in the domain of local governance and rural development.</li> <li>3. Experience in project formulation, implementation &amp; Monitoring</li> <li>4. Experience in facilitating capacity-building programs for local government bodies, especially Panchayats.</li> <li>5. Familiarity with working in rural and underserved areas and understanding of local socio-economic issues</li> <li>6. Capacity to engage and inspire rural communities and government bodies.</li> <li>7. Strong Analytical, Communication and Interpersonal Skills.</li> <li>8. Willingness to travel extensively for work</li> <li>9. Within 35 years of age</li> </ol> <p><b>Desirability:</b></p> <ol style="list-style-type: none"> <li>1. Strong knowledge of government schemes and programs related to rural development, self-governance, and community empowerment</li> <li>2. Proven experience in <b>Rural Development Projects</b> &amp; coordinating multi-stakeholder projects and managing teams.</li> <li>3. Have knowledge in Management Information System</li> </ol>	₹. 46,800/-
4	<p>Project Manager – Community Building &amp; Compliance (PM-CBC)</p> <p>(SMMU: 1 Post – Shillong)</p>	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>1. <b>a.</b> Post Graduate Degree in Commerce, Business Administration - Finance from recognized University/ Institution. <b>b.</b> Minimum 3 years of working experience in Co-Operative Organization operations and governance, to maintain financial compliance with regards to cooperative laws</li> <li style="text-align: center;"><b>or</b></li> <li>2. <b>a.</b> Bachelor Degree in Commerce, Business Administration - Finance from recognized University/ Institution. <b>b.</b> Minimum 5 years of working experience in Co-Operative Organization operations and governance, to maintain financial compliance with regards to cooperative laws</li> <li>3. Conduct Audits and ensure compliance with all financial and operational standards.</li> <li>4. Provide strategic advice on Income Tax Compliance, Risk Management, and Regulatory Compliance.</li> <li>5. Computer Skills with emphasis on Microsoft Packages, Google Suite, etc.</li> <li>6. Within 35 years of age</li> </ol> <p><b>Desirable:</b></p> <ol style="list-style-type: none"> <li>1. In-depth knowledge of Income Tax regulations, and Cooperative Compliance and practices.</li> <li>2. Strong understanding of banking compliance and financial regulations.</li> </ol>	₹. 46,800/-

5	<p>Project Manager – Human Resource Management (PM-HRM)</p> <p>(SMMU: 2 Posts – Shillong)</p> <p>Khasi Region – 1 post Garo Region – 1 post</p>	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>1. <b>a.</b> Post Graduate Degree in Human Resources Management or related field from recognized University/ Institution. <b>b.</b> Minimum 3 years of working experience in Human Resources Management, with a focus on regional or multi-site operations</li> <li style="text-align: center;">or</li> <li>2. <b>a.</b> Bachelor Degree in Human Resources Management or a related field from recognized University/ Institution. <b>b.</b> Minimum 5 years of working experience in Human Resources Management, with a focus on regional or multi-site operations.</li> <li>3. Strong knowledge of HR Best Practices, Employment Legislation, and Compliance Requirements</li> <li>4. Proficiency in HR Software, Databases, and Microsoft Office Suite, Google Suite, etc.</li> <li>5. Within 35 years of age</li> </ol>	₹. 46,800/-
6	<p>Project Manager – Information Technology (PM-IT)</p> <p>(SMMU: 2 Posts – Shillong)</p> <p>Khasi Region – 1 post Garo Region – 1 post</p>	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>1. <b>a.</b> Post Graduate Degree in Technology, Computer Science, Information &amp; Technology or Computer Application or a related field, from a recognized University/ Institution. <b>b.</b> Minimum 3 years of experience in Data Entry and MIS Management, Data Analysis &amp; Reporting.</li> <li style="text-align: center;">or</li> <li>2. <b>a.</b> Degree in Technology, Computer Science, Information &amp; Technology or Computer Application or a related field from a recognized University/ Institution. <b>b.</b> Minimum 5 years of experience in Data Entry and MIS Management, Data Analysis &amp; Reporting</li> <li>3. Proficiency in MIS software systems and tools, such as ERP (Enterprise Resource Planning) systems and BI (Business Intelligence) tools.</li> <li>4. Computer Skills with emphasis on Microsoft Packages, Google Suite, etc.</li> <li>5. Proficiency in Troubleshooting &amp; Support ...</li> <li>6. Within 35 years of age</li> </ol> <p><b>Desirable:</b></p> <ol style="list-style-type: none"> <li>1. Application Programming- Experience in designing, developing, and maintaining software applications with practical knowledge.</li> <li>2. Experience in Development and maintenance of websites and web-based applications.</li> <li>3. Data Analysis- Knowledge of assessing and evaluating MIS Data.</li> </ol>	₹. 46,800/-

**Sd/-**  
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