





## GOVERNMENT OF MEGHALAYA MEGHALAYA STATE RURAL LIVELIHOODS SOCIETY DISTRICT MISSION MANAGEMENT UNIT RI BHOI DISTRICT, NONGPOH.

(The Nodal Agency of Sovt. of Meghalaya for Implementing NRLM, Ministry of Rural Development, Govt. of India) Deputy Commissioner Office Building Nongpoh - 793102 豆: martaribhol@gmail.com

E marts nic in

NO. MSRLS/DMMU/RBD/HR(Part-II)/29/2025-26

Dated Nongpoh the 22nd October, 2025,

# <u>Advertisement</u>

The District Mission Management Unit, Ri Bhoi District, Meghalaya State Rural Livelihood Society (MSRLS) seeks applications from the citizens of Ri Bhoi District for filling of various post at the Block Mission Management Unit (BMMU). The candidates will have to submit their Application to the Office of the District Mission Management, Unit, Ri Bhoi District, DC's Office, Room no 307 from 10:00 am of the 27th October, 2025 up to 5:00 pm of the 10th November, 2025. The required qualification for the post and other related information are also attached 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.

	Name of post		No. of post	Pay per month
Block Mission Management Unit (BMMU)	Block Assistant	Office	2	₹.14.040

(Shri Abilas) Baranwal, IAS) Deputy Commissioner & Chairman

District Mission Management Unit, MSRLS
Commission I. Nongpoh

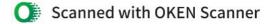
Memo: NO. MSRLS/DMMU/RBD/HR(Part-II)/29/2025-26

District Mission Management Unit, MSRLS Ri Bhoi District, Nongpoh

Copy To:

- 1. The Additional Secretary, C &RD Deptt, and Chief Executive Officer, MSRLS, for kind information.
- The Project Director, DRDA & Nodal Officer, MSRLS, Rib hoi District for information.
- 3. The Chief Operating Officer, MSRLS, Shillong for information.
- 4. The State Mission Manager- HR, MSRLS, for kind information.

Deputy Commissioner & Chairman District Mission Management Unit, MSRLS Ri Bhoi District, Nongpoh









#### GOVERNMENT OF MEGHALAYA MEGHALAYA STATE RURAL LIVELIHOODS SOCIETY DISTRICT MISSION MANAGEMENT UNIT RI BHOI DISTRICT, NONGPOH.

(The Nodal Agency of Govt. of Meghalaya for Implementing NRLM. Ministry of Rural Development. Govt. of India) Deputy Commissioner Office Building Nongpoh - 793132

☲: mɜrlsribhol@gmail.com

**2**:7025252114

NO. MSRLS/DMMU/RBD/HR(Part-II)/29/2025-26

Dated Nongpoh the 22nd October, 2025.

## Advertisement

The District Mission Management Unit, Ri Bhoi District, Meghalaya State Rural Livelihood Society (MSRLS) seeks applications from the citizens of Ri Bhoi District for filling of various post at the Block Mission Management Unit (BMMU). The candidates will have to submit their Application to the Office of the District Mission Management, Unit, Ri Bhoi District, DC's Office, Room no 307 from 10:00 am of the 27th October, 2025 up to 5:00 pm of the 10th November, 2025. The required qualification for the post and other related information are also attached 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.

	Name of post		No. of post	Pay per month	
Block Mission Management Unit (BMMU)	Block Assistant	Office	2	₹.14,040	

(Shri Abilash Baranwal, IAS) Deputy Commissioner & Chairman District Mission Management Unit, MSRLS Ri Bhoi District, Nongpoh.

Memo: NO. MSRLS/DMMU/RBD/HR(Part-II)/29/2025-26

Dated Nongpoh the 22<sup>nd</sup> October, 2025.

Copy To:

- 1. The Additional Secretary, C & RD Deptt, and Chlef Executive Officer, MSRLS, for kind information.
- 2. The Project Director, DRDA & Nodal Officer, MSRLS, Rib hoi District for information.
- 3. The Chief Operating Officer, MSRLS, Shillong for information.
- 4. The State Mission Manager- HR, MSRLS, for kind information.

Deputy Commissioner & Chairman District Mission Minagement Unit, MSRLS Ri Bhoi District, Nongpoh

> Deputy Commissioner & Chairman District Mission Management Unit, MSRLS Ri Bhanan Lu Jing, wh









## GOVERNMENT OF MEGHALAYA MEGHALAYA STATE RURAL LIVELIHOODS SOCIETY DISTRICT MISSION MANAGEMENT UNIT RI BHOI DISTRICT, NONGPOH.

☲: mɜrlɜribhoi@gmail.com

NO. MSRLS/DMMU/RBD/HR(Part-II)/29/2025-26 Dated Nongpoh the 22<sup>nd</sup> October, 2025.

SN	Post	Mission Management Unit (BMMU)  Qualification & Experience	Pay per
			month
1	Block Office Assistant 2 post	Essential:  1. Degree in any subject from recognized University/Institution.  2. Minimum 1 years' experience in Office Administrative works, Data Entry, etc.  3. Good Comunication skills (English/Hindi or Local Language)  4. Knowledge of Office equiptment (Printer, scanner, photocopy etc).  5. Basic record-keeping and file management skills.  6. Ability to draft letters, emails. and maintain registers.  7. Organizational skills and multitasking ability.  8. Computer Skills with emphasis on Microsoft Packages, Google Suite, etc.	₹14,040/-

Deputy Commissioner & Chairman District Mission Manager ent Unit, MSRLS Ri Bhoi District Nongpoh

Deputy Commissioner
& Chairman
\*District Mission Manacement Unit, MSRLS
Ri Bhoi District on secuti