MSRLS/SMMU/RECRUIT/VOL-10/907/19-20 Dated: Shillong the 20th February 2020

**Guidelines for Application/ Eligibility Criteria**

**for various post under the MSRLS**

**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. The appointment to the post mentioned in Annexure – I, is purely temporary and on contractual basis and no claim whatsoever can be made for any permanent position with the Government or any organization under it. Application has to be submitted only after the applicant has satisfied him/herself to the terms and conditions laid down in the guidelines as under:-**

1. Candidates should download and apply only through the MSRLS Application Form available in the office website “<http://www.msrls.nic.in>”.
2. Application should reach the office of the MSRLS, 2nd Floor Montfort Building, Dhanketi, Shillong or the District offices of the MSRLS (DMMU) on or before 5th March, 2020 during office hours.
3. The Number of available vacancies is ninety two (**92**).
4. The details for the various posts under MSRLS, is placed at Annexure – I, with regards to qualification, maximum age, experience, pay per month etc...
5. The maximum age for SC/ST candidates is relaxable by five years.
6. All posts are transferable, involve extensive travelling, and stay at villages for about 15 - 20 days in a month. Candidates willing to undertake such travels and stay only may apply.
7. The positions is at the Block Mission Management Unit (BMMU), which is located at the C&RD Block Headquarters.
8. Candidates, who can speak, read and write, the local language will be given more preference.
9. Candidates should have good communication skills, proficiency in working with MS Office application, Google Sheet and Internet.
10. Incomplete applications and applications of applicants not fulfilling the required job criteria will be summarily rejected, with no further communications to the applicants.
11. Candidates can be placed in any C&RD Block of Meghalaya.
12. For any clarification, you may email us at hr2017.msrls@gmail.com

**List of documents to be submitted along with the application form**:

1. 1 Passport sized photograph, pasted on the application form.
2. 1 Stamp sized photograph, to be submitted.
3. Self-attested copies of documents/certificates is required to be submitted in support of the following:
4. Date of birth
5. Address Proof
6. Educational Qualification
7. Caste/Tribe Certificate (if applicable)
8. Experience Certificate

**Debarment**:

1. Any candidate furnishing incorrect information or making false declaration regarding his/her eligibility at any stage or suppressing any material information is liable to be debarred from appearing in any recruitment stage and would entail summary rejection of their candidature for this recruitment.
2. MSRLS is authorized to recruit and select candidates, maintaining utmost confidentiality at all times. Any attempt by anyone causing a breach or attempting to cause any breach of the process of this or any such action which violates or likely to violate the fair practices will be a sufficient ground for debarment of candidate/s for this recruitment.
3. If any candidate is or has been found impersonating or procuring impersonation by any person or resorting to any other irregular or improper means in connection with his/her candidature for selection or obtaining support of candidature by any means, he/she shall be liable to be debarred for this recruitment in addition to rendering himself/herself liable to criminal prosecution.
4. Canvassing directly or indirectly for the above mentioned posts shall disqualify a candidate and the decision of MSRLS shall be final and binding in this regard.

**ANNEXURE – 1:**

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| **SN** | **POST** | **No. of Post** | **Qualification & Experience** | **Pay Per Month** |
| 1 | Cluster Coordinators  (Block Mission Management Unit) | 23 –Garo Region  33 – Khasi Region | **Essential:**   * + 1. Class XII and above.     2. Minimum of 1 years’ experienced in working with the poor in the areas of Social Mobilization, Institution Building & Capacity Building.     3. Within 30 years of age (5 years relaxation for ST/SC).   **Desirable:**   1. Minimum of 3 years’ working experience in the areas of Social Mobilization, Institution Building & Capacity Building. 2. Computer Skills with emphasis on MS Office, Google Sheet etc.. | ₹.18,000/- |
| 2 | Cluster Coordinators – Livelihoods Promotion  (Block Mission Management Unit) | 16 –Garo Region  20 – Khasi Region | **Essential:**   1. Class XII and above. 2. Minimum of 1 years’ experienced in working with the poor in the areas of Social Mobilization, Institution Building & Capacity Building, Enterprise Promotion (Farm/Non Farm). 3. Within 30 years of age (5 years relaxation for ST/SC).   **Desirable:**   1. Minimum of 2 years’ working experience in the areas of Social Mobilization, Institution Building & Capacity Building. 2. Minimum of 1 year experience in Enterprise Promotion (Farm/Non-Farm). 3. Certified Master Trainer. 4. Computer Skills with emphasis on MS Office, Google Sheet etc.. | ₹.18,000/- |

***Sd/-***

**Shri. S. Sharma, IAS,**

**Chief Executive Officer,**

**Meghalaya State Rural Livelihoods Society.**