

## **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. The candidates will have to apply online through the link provided in the MSRLS website ([msrls.nic.in](http://msrls.nic.in).) under Quick links.
2. The dates for submitting the Online Application is from the **27<sup>th</sup> May 2021** up to the **15<sup>th</sup> June 2021**.
3. The Number of available vacancies is **17**.
4. The details for the various posts under MSRLS, is given at Annexure – I, with regards to essential qualification, maximum age, experience, pay per month etc...
5. The maximum age for SC/ST candidates is relaxable by five years.
6. For Persons with Disabilities (PWDs), age is relaxable by ten years (fifteen years for SC/ST) as per the extant policy of Government of Meghalaya.
7. The candidates should have obtained at least **45%** marks from **recognized Universities or Institutions** as the case may be.
8. No application fee is required to be paid along with the application.
9. All posts are transferable, involve extensive travelling, and stay at villages for about 15 days in a month. Candidates willing to undertake such travels and stay only may apply.
10. Candidates, who can speak, read and write, the local language will be given more preference.
11. Candidates should have good communication skills, proficiency in working on Microsoft Packages, Google Suite etc.

### **List of documents to be uploaded along with the Online Application (See General Instructions for Details):**

1. Passport sized photograph
2. Signature
3. Self-attested copies of documents/certificates are required to be submitted in support of the following:
  - a) Date of birth
  - b) Address Proof
  - c) Educational Qualification
  - d) Caste/Tribe Certificate (if applicable)
  - e) Disability Certificate (if applicable)
  - f) Experience Certificate.
  - g) Permanent Resident Certificate (PRC).

### **Method of Recruitment:**

The shortlisted candidates will be informed by e-mail and subjected to undergo the multi-modal selection process, which will include a preliminary examination that will test the verbal, quantitative and analytical abilities of the candidates and thereafter, a group discussion, skill test, and /or any such other tests as MSRLS may decide. The screening of the candidates will take place at every stage of the examination. The

preliminary examination will be held at Shillong and Tura. Candidates appearing for the Examination will not be paid any TA/DA.

**General Instructions:**

- i. Candidates are advised to read the eligibility criteria and other conditions prescribed for the post very carefully before applying, mentioned in the link "<http://msrls.nic.in/recruitments>".
- ii. Candidates may upload Proof of Qualification with either Marksheet/ Provisional Certificate/ Completion Certificate of the latest qualification only.
- iii. Candidates who are working in any private/ public sector may furnish a 'No Objection Certificate' from their Controlling authority at the final stage of selection.
- iv. Candidates should provide proof of Date of Birth as per the Birth Certificate issued by the Registrar of Births & Deaths or as entered in Matriculation.
- v. Candidates should provide any address proof duly Certified/Issued by the Government. (eg. Valid Indian Passport/EPIC/Driving License/Aadhar Card).
- vi. Candidates can upload documents in JPEG, PDF format and maximum document size should be upto 10MB.
- vii. Candidates are advised to fill their correct and active e-mail addresses and contact number in the application form to enable MSRLS to use it for correspondence purpose. If a mail sent to a candidate bounces for any reason, MSRLS will not take any responsibility.
- viii. Incomplete applications in any respect and ineligible applicants will be summarily rejected. No further correspondence in this regard shall be entertained.
- ix. Candidates should regularly check the MSRLS Website for any update on the recruitment.
- x. Candidates should regularly check their email for call letter.
- xi. For further query, candidates can send an email to [msrls.recruitment@gmail.com](mailto:msrls.recruitment@gmail.com)

**Debarment:**

- i. 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.
- ii. 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.
- iii. 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.
- iv. 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:

PLACE OF POSTING – STATE MISSION MANAGEMENT UNIT			
SN	Post	Qualification & Experience	Pay Per Month
1	Project Manager-Capacity Building (1 post – Shillong)	<b>Essential:</b> <ol style="list-style-type: none"> <li>1. PG/PG Diploma/Degree in Rural Development/ Social Work/ Agriculture/Science from recognized University/ Institution</li> <li>2. Minimum 5 years' experience in Rural Development and Poverty Alleviation Programmes, should have worked for SHGs/Community Organization/ Cooperatives.</li> <li>3. Individuals having experience in training is preferred.</li> <li>4. Within 35 years of age (5 years relaxation for ST/SC).</li> </ol>	₹. 32,000/-
2	Project Manager – Knowledge Management & Communication (1 post – Shillong)	<b>Essential:</b> <ol style="list-style-type: none"> <li>1. PG Degree /PG Diploma in Mass Media/ English from recognized University/Institution</li> <li>2. Minimum 3 years' experience in Journalism, Documentation and Research.</li> <li>3. Proficiency in Handling Still &amp; Motion Camera, Video Editing, Working with Photoshop, &amp; Video Editing Software and Internet.</li> <li>4. Individual Having Experience in Covering/ Documenting Rural Area/Population Will Be Preferable.</li> <li>5. Within 35 years of age (5 years relaxation for ST/SC).</li> </ol>	₹. 32,000/-
		<b>Total Post - 2</b>	

PLACE OF POSTING – BLOCK MISSION MANAGEMENT UNIT			
SN	Post	Qualification & Experience	Pay Per Month
1	Block Functional Specialist – Financial Inclusion (15 post)	<b>Essential:</b> <ol style="list-style-type: none"> <li>1. PG Degree/PG Diploma in Rural Development/ Social Works/ Business Management - Finance/ Commerce/ Science from recognized University/Institution</li> <li>2. Minimum 2 years' experience in Rural Development and Poverty Alleviation Programmes</li> <li>3. Having worked in a Non-Banking Financial Company (NBFC)/ Micro Finance Institutions (MFI).</li> <li>4. Within 30 years of age (5 years relaxation for ST/SC).</li> </ol>	₹. 20,000/-
		<b>Total Post - 15</b>	

Sd/-

Shri. S. Sharma, IAS,  
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and Chief Executive Officer, MSRLS.