



**NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ**

(An Organization of Ministry of Rural Development, Govt. of India)

Rajendranagar, Hyderabad - 500 030

NRLM Resource Cell, NIRD&PR needs the services of dynamic and experienced persons for empanelment of National Resource Persons for the following themes under NRLM to provide technical services:

1. Institution Building and Capacity Building
2. Food Nutrition Health & WASH
3. Gender
4. Human Resources (HR)
5. Knowledge Management and Communication (KMC)
6. Convergence
7. Social inclusion
8. Thematic Studies
9. Financial Inclusion
10. Farm Livelihoods ( Organic Cultivation & Value Addition )
11. Climate resilient agriculture

Applications are invited from eligible professionals to support training and capacity building needs of various State Rural Livelihood Missions across the country on the aforesaid thematic domains. Candidate may not indicate more than two themes. Please send updated curriculum vitae (CV) to [nrlmcellnirdhr@gmail.com](mailto:nrlmcellnirdhr@gmail.com) .

Last date for receipt of applications is 21.04.2018.

The candidates who have working experience in North East or interested to work are encouraged to apply

For further details visit: [www.nird.org.in](http://www.nird.org.in).

**DIRECTOR,NRLM(RC)**

## **Empanelment of National Resource Persons- Institution Building and Capacity building under DAY-NRLM**

DeenDayalAntyodayaYojana- National Rural Livelihoods Mission (DAY-NRLM) under the Ministry of Rural Development (MoRD) aims at creating efficient and effective institutional platforms of the rural poor enabling them to increase household incomes through sustainable livelihoods and improved access to financial and public services. The NRLM functions in a mission mode for target-based time bound delivery of outcomes following a demand driven approach which would allow the states to formulate their own poverty alleviation plans on the basis of available allocation, resources and skills.

NRLM (RC), NIRD&PR has empaneled 300+ resource persons at the National level including North Eastern states to support various capacity building activities of NRLM and utilizing their knowledge, exposure, expertise and experience for NRLM process, trainings, preparation of training modules, field visits, documentation of case studies, best practices and handholding support to SRLMs as per their demand.

NRLM has also set up North East Resource cell - NERC for NE SRLMs at NIRD – Guwahati to support state missions of the North Eastern states. Resource persons having experience or interested to work in NE region are encouraged to apply for the themes mentioned below:

1. Theme 1: Institution Building and Capacity Building (IBCB)
2. Theme 2: Food Nutrition Health & WASH (FNHW)
3. Theme 3: Gender
4. Theme 4: Human Resource (HR)
5. Theme 5: Knowledge Management and Communications (KMC)
6. Theme 6: Convergence and Social Development
7. Theme 7: Social Inclusion
8. Theme 8 :Thematic Studies
9. Theme9:Financial Inclusion
10. Theme 10:Farm Livelihoods(Organic Cultivation&Value Addition
11. Theme11: Climate resilient agriculture

### **Theme 1: Institution Building and Capacity Building**

- ❖ Institution building begins with organizing all poor households (women) into Self-Help Groups, Village Organizations and aggregate institutions of the poor that provide them with voice, space and resources. These platforms 'of the poor' and 'for the poor' would partner with local self-governments, public service providers, banks, private sector and other mainstream institutions to facilitate delivery of social and economic services to the poor.
- ❖ Universal Social Mobilisation, Building Institutions of the Poor and Building Capacities NRLM ensures the poor are provided with the requisite skills for managing their institutions, linking up with markets, managing their existing livelihoods, enhancing their credit absorption capacity and credit worthiness.
- ❖ A multi-pronged approach is adopted for providing continuous capacity building of the targeted families, SHGs, their federations, government functionaries, bankers, NGOs and other key stakeholders.

- ❖ NRPs empaneled for Institution Building and Capacity building expected to support SRLMs in developing appropriate strategies and capacity building of Mission staff, SHGs and their federation leaders, CBO staff and community cadres. They are also expected to develop few SHG federations as resource federations to scale up the interventions.

### **Essential criteria**

- ❖ Master's degree in any discipline or equivalent degree/diploma or 4-year Bachelor's degree in Management, Engineering, Agriculture Science, Veterinary, Forestry, Horticulture etc.,
- ❖ Minimum 10 years of intensive experience and expertise with large scale poverty alleviation programs in the following areas:
  - Promotion and Strengthening of SHG federations
  - Governance and administration
  - Financial management
  - Accounting and Auditing
  - Registration and legal aspects
  - Designing training programmes and development of modules, manuals and kit etc.
  - Excellent participatory training and facilitation skills
  - Coordination and Liaisoning skills
  - Mentoring, handholding and counseling skills
- ❖ Excellent reading, writing, documentation, articulation & communication skills in Hindi, English and regional language
- ❖ Having a comprehensive understanding on NRLM processes and activities
- ❖ Willing to travel extensively in remote areas across the country

### **Theme 2: Food Nutrition Health & WASH**

Resource Persons empaneled under NHW need to work on

- capacity building of State Rural Livelihood Mission Staff,
- develop State and Block Level Trainers specifically in the areas of maternal, child and adolescent health and nutrition and WASH,
- Engage with relevant State Government Departments and advocate convergence, and
- Contribute to policy level and programmatic level research.

They shall also need to travel to remote areas to support the capacity building of community cadres by the State and Block Level Trainers.

### **Essential Criteria**

- ❖ Master's degree in Medicine / Pediatrics/ Community Medicine/Nutrition/Public Health/Social work
- ❖ Relevant Graduate / Postgraduate degree in Water and Sanitation Engineering
- ❖ Minimum 10 years of relevant work experience, especially with rural communities. Preference will be given to the candidates who have experience of working with State Rural Livelihood Missions
- ❖ Good participatory training and facilitation skills
- ❖ Proven ability and experience in delivering trainings in Hindi/English/regional language
- ❖ Experience in development of modules, manuals and kits etc.
- ❖ Proven skills in mentoring, handholding and counseling

- ❖ Excellent reading, writing, documentation, articulation & communication skills in Hindi, English and regional language
- ❖ Willing to travel extensively in remote areas across the country

### **Theme 3: Gender**

Resource persons empaneled under Gender needs to sensitize various stakeholders on issues related to gender, vulnerability of women and men, government schemes, acts, rights and entitlements of women.

#### **Essential criteria**

- ❖ Master's degree in any discipline or equivalent degree/diploma or 4-year Bachelor's degree in law, Management, Engineering, Agriculture Science, Veterinary, Forestry, Horticulture etc.,
- ❖ Minimum 10 years of intensive experience and expertise with large scale poverty alleviation programs in the following areas:
  - Sound knowledge on Women Rights and Entitlements, Acts and laws, social construct
  - Handling various social and gender related issues
  - Experience in facilitating rural community institutions on gender and social issues
  - Designing training programmes and development of modules, manuals and kit etc.
  - Excellent participatory training and facilitation skills
  - Coordination and Liasioning skills
  - Mentoring, handholding and counseling skills
- ❖ Excellent reading, writing, documentation, articulation & communication skills in Hindi, English and regional language
- ❖ Having a comprehensive understanding on NRLM processes and activities
- ❖ Willing to travel extensively in remote areas across the country
- ❖ Capable of supporting the SRLMs to Facilitate appropriate linkages of SRLM with Line departments – Women & Child Development Dept., Medical & Health Department, PRIs, Police Departments, Water & Sewerage Board, SwachhBharath Mission, Legal Advisors etc., for extending necessary support as and when required

### **Theme 4: Human Resources (HR)**

Empaneled Resource Persons need to support SRLMs in preparation/revision of HR manual, recruitment of staff, induction and immersion and capacity building of SRLM Staff, institutionalizing HR systems viz., Performance management system, development of staff promotion policy HR audit, grievance redressal mechanism etc.

#### **Essential criteria**

- ❖ Master's Degree in MBA (HR)/Social Work with Industrial Relations and Personnel Management (IRPM) /post graduate diploma with HR specialization.
- ❖ Minimum 10 years of intensive experience and expertise in Organisation development and Human Resource management of large scale poverty alleviation programs in the following areas:

- Development of HR policies and systems (recruitment, performance management, HR audit, various statutory committees) and HR related acts like PF, gratuity and insurance
- Procurement policies and management
- Excellent participatory training and facilitation skills
- Coordination and Liaisoning skills
- Mentoring, handholding and counseling skills
- ❖ Excellent reading, writing, documentation, articulation & communication skills in Hindi, English and regional language
- ❖ Having a comprehensive understanding on NRLM processes and activities
- ❖ Willing to travel extensively in remote areas across the country

### **Theme 5: Knowledge Management and Communication (KMC)**

DAY-NRLM is in its' 6<sup>th</sup> year of implementation have successfully implemented core NRLM activities in the States using a core strategy community-to-community learning process. These processes and success stories need to be captured and documented. A few State Missions has initiated collection and documentation of best practices and success stories in the form of write up and films. Few State Missions have a knowledge management and communication person/staff or an agency in place supporting the concerned State Missions. Good quality documentation of the best practices, success stories and relevant videos and films are required in large numbers.

The empaneled pool of National Resource Person is expected to develop success stories from the ground. These National Resource Persons should be documentation experts, journalists, news editors, content managers and film makers etc. who can work closely with the State Missions and document various success stories within the NRLM framework bringing in individual and group bases success stories.

#### **Essential criteria:**

- ❖ Master degree in Mass communication would be preferred
- ❖ Minimum of 10 years working experience in the field of mass communication
- ❖ Knowledge management skills
- ❖ Strong documentation skills
- ❖ Excellent reading, writing, articulation and communication skills in Hindi and English
- ❖ Having comprehensive understanding on NRLM processes and activities
- ❖ Willing to travel extensively to remote areas
- ❖ Ability to build partnerships with agencies having innovations in KMC domain e.g. folk media, new media, community radio etc.
- ❖ Candidates having videography/photography/technology skills are preferred

### **Theme 6: Convergence& Social Development**

Government of India and State Governments are implementing a wide range of programmes to address different dimensions of poverty and deprivation. Since NRLM has brought huge number of rural poor households into SHG fold and federated them into their

own institutions as a strategy for addressing poverty, it is important to ensure the access to various rights, entitlements and services to poor households. There are number of programmes and schemes proposing to give such rights, entitlements and services such as MGNREGS, SBM, NSAP, PMAY, ICDS, PMKVY, DDU-GKY, PMJJY, PMJSY, etc. Effectiveness of these programmes can be vastly enhanced with linkages between the institutions of the poor, PRIs and the respective line departments. For making this linkage effective, NRLM seek experienced people who has experience in different social development and convergence programmes and schemes as National Resource Persons.

The resource persons who will be empaneled are expected to support SRLMs in establishing convergence and partnerships with PRIs, line departments and other stakeholders. These partnerships would enable for developing different models for service delivery. NRLM/SRLMs would be working on developing these partnerships with Non-Government Organizations (NGOs) and other Civil Society Organizations(CSOs), Academic, Training and Research Institutions, Public-Public, Public-Private, Public-Private-Community Partnerships build synergies It would also build a variety of partnerships for poor to increase the access to their rights and entitlements, public services, expertise and other services.

### **Essential criteria**

- ❖ Master's Degree or equivalent in any relevant subjects
- ❖ Minimum 10 years of relevant work experience of conceptualizing, planning, implementing in large scale social development/community development/poverty alleviation /Rural development/Local governance programs in various states
- ❖ Good participatory training and facilitation skills with proven ability and experience in delivering trainings in Hindi/English, development of modules, manuals and kit etc.,
- ❖ Able to Line up and partner with appropriate and competent Technical Support/Resource Agencies
- ❖ Proven skills on going and mentoring trainers as well as field staff
- ❖ Excellent reading, writing and communication skills
- ❖ Having experience of designing participatory trainings and capacity building modules and materials in the areas notified
- ❖ Having a comprehensive understanding on NRLM processes and activities
- ❖ Willing to travel extensively across the states or the country even sometimes in short notice

### **7.Social Inclusion**

NRLM has a special focus on priority and early inclusion of the poorest of the poor and other vulnerable sections of community viz., Households automatically included by the SECC, Schedule Caste (SC), Schedule Tribe (ST), Particularly Vulnerable Tribal Groups (PVTGS), women headed families, elderly persons, People living with different abilities (PwDs), minority groups and people living in extremist affected areas, hill terrains (hard to reach areas), trafficked women, people engaged in unhygienic occupations (ex-manual

scavengers), transgender, HIV/AIDS+ persons and their families, families with one or more persons suffering from chronic illness etc.

Accordingly, NRLM tries and achieves complete inclusion of the entire target including the poorest and vulnerable communities into their institutional architecture within a period of initial 18 months of entering an intensive block. NRLM expects the vulnerable persons to take significant proportion of leadership positions in various community institutions under NRLM. Further, NRLM facilitates these institutions in achieving their financial and economic/livelihoods inclusion and poverty reduction goals. Coming years, it was directed that all SRLMs should focus inclusion of most marginalized and ultra-poor households. For this, NRLM aims to identify experts as national resource persons.

### **Essential criteria**

- ❖ Master's Degree or equivalent in any relevant subjects
- ❖ Minimum 10 years relevant work experience of conceptualizing, planning and implementing the inclusion of PWDs, Elderly, PVTGs and other vulnerable communities within large scale social development/ community development/ poverty alleviation / Rural development/ Local governance programs in various states
- ❖ Knowledge and experience in promotion and strengthening of different institutional models for development of vulnerable communities, Governance and administration, Financial management, Accounting and Auditing, Registration and legal aspects, Designing training programmes and development of modules, manuals and kit etc., Excellent participatory training and facilitation skills, Coordination and Liaisoning skills and mentoring, handholding and counselling skills
- ❖ Able to Line up and partner with appropriate and competent Technical Support/Resource Agencies
- ❖ Excellent reading, writing, documentation, articulation & communication skills in Hindi, English and regional language
- ❖ Having a comprehensive understanding on NRLM processes and activities
- ❖ Willing to travel extensively in remote areas across the country

### **8. Thematic Studies:**

The empaneled National Resource persons need to provide handholding support state missions in designing and developing TORs for commissioning studies by external agencies, conducting internal studies and capacity building of state teams on research and evaluations as required.

### **Essential criteria**

The potential candidates for NRPs in the area of monitoring and evaluation should possess on the following qualifications and experience.

- ❖ Post-Graduates in Rural Management, Economics, Social Work, Management, Extension Studies, Sociology, Anthropology and other similar social sciences with at least 10 years of post-qualification experience in undertaking monitoring and evaluation studies in the broad area of rural development, livelihoods, poverty alleviation, self-employment, health and nutrition, micro-finance / financial inclusion.
- ❖ Other things being equal, Ph.D. in anyone of the above subject areas would be preferred.
- ❖ Experience in conducting monitoring, process monitoring, evaluation, impact assessment and thematic studies in large projects would be preferred. Specifically,
  - Ability to design research projects including sampling plans
  - Ability to develop study tools both quantitative and qualitative
  - Supervise data collection processes
  - Ability to manage data collection teams and ensure quality of data
  - Ability to develop analyses plan and analyze quantitative data
  - Ability to supervise and monitor qualitative data
  - Should have knowledge of PRA processes, focus groups, In-depth interviews and other qualitative methods
  - Should have knowledge about qualitative data analyses
- ❖ Potential candidates must possess strong documentation / report writing skills in English as well as skills in data analysis and interpretation and should deliver the reports as per the timeline agreed up on.
- ❖ Candidates must possess good computer skills including knowledge of data analysis software such as SPSS, Stata, SAS, R, Atlas-ti, CS-Pro and such others.
- ❖ Candidates must be willing to work across India and undertake extensive field work.
- ❖ Knowledge of local languages is a pre-requisite.

#### **9.Theme: Financial Inclusion under DAY-NRLM:**

NRLM facilitates access of various financial services to rural poor at affordable cost and in effective way. These include financial literacy, SHG –Bank linkages, savings, credit, insurance, remittances, pension and counselling on financial services/matters. The core of the NRLM financial inclusion and investment strategy is “making rural poor the preferred clients of the banking system and mobilizing/making bank credit available”. NRLM works towards increasing the portfolio of savings, credit, insurance (life, health and assets), pension and remittances through the institutions of rural poor directly or in partnership with mainstream financial institutions using various institutional mechanisms and technologies.

In the above mentioned context, it is intend to empanel National Resource Persons (NRPs) under various specialization/category to provide need based services. The NRPs are expected to provide technical & handholding support to SRLMs/NRLM to facilitate bank linkages, Financial Literacy, Insurance & Social Security, Digital Finance and Financial Management of SHG-Federations and other related activities of Financial Inclusion.

Applications are invited to empanel NRPs under following category:



### **1. Eligibility criteria for SHG Bank linkages & Financial Literacy:**

- Master's Degree or equivalent in any discipline preferably in Social Science/Management/Commerce/Engineering/Science/Economics/Agriculture from recognized institute or University.
- Minimum 10 years work experience with Public/Private/Co-operative sector Banks/RSETIs/RBI/BABARD/SIDBI/large scale SHG based poverty alleviation programs/Rural Development programs at State/national level.
- Willing to travel extensively across states/districts.
- Should be computer literate – able to use MS office applications and internet.

### **2. Eligibility criteria for Digital Financial Inclusion (BC model and other channel)**

- Master's Degree or equivalent in any discipline preferably in Management/Agriculture/Engineering/Economics/Science from recognized institute or University.
- Minimum 10 years of work experience in Financial Institutions/Banks/Financial Inclusion projects/ Banking Correspondent project/Digital financial inclusion projects/ rural development/SHG based programme/Livelihoods programme/ at State/National level.
- Must be computer literate – able to use MS office applications and internet.
- Willing to travel extensively across states/districts.
- Candidates with prior experience of working on Business Correspondent model/similar model would be preferred.

### **3. Eligibility criteria for Insurance & Pension**

- Master's Degree or equivalent in any discipline preferably in Management/Finance/Social Work/Agriculture/Engineering/Economics/Science from recognized institute or University.
- Minimum 10 years of work experience in Insurance/micro insurance sector/community based insurance model/Pension/Insurance or pension intervention in rural development programmes at State/national level.
- Willing to travel extensively across states/districts.
- Must be computer literate – able to use MS office applications and internet.

### **4. Eligibility criteria for YPs to maintain SHG Bank linkages portal (2)**

- Master's Degree or equivalent in any discipline preferably in Management/IT/Social Work/Agriculture/Engineering/Economics/Science from recognized institute or University.
- Minimum 2 years of work experience in rural development/SHG based programme/Livelihoods programme/Banks/Financial Institution/Information Technology/Software company
- Candidates with work experiences in Banks/Financial Institution with IT background would be preferred

## **10. Theme: Farm Livelihoods:**

DAY-NRLM has been strengthening livelihoods interventions like agro-ecological practices, NTFP and livestock. Mahila Kisan Sashaktikaran Pariyojana (MKSP) a sub-

component of DAY-NRLM is supporting States in such interventions. Under agro-ecological practices, till date more than 33.06 lakh Mahila kisan have been covered. It is envisioned to take these agro-ecological practices to the next logical progression i.e., towards organic farming practices. This is an opportunity to increase the income of the small and marginal women farmers. Through organic farming, the mission is to develop a minimum of 1000 village clusters under DAY-NRLM into organic village clusters to support the implementation of the above agenda, there is a need to build a pool of National Resource Persons who have specific experience and expertise in various aspects of organic farming:

1. Organic Cultivation
2. Organic Certification – PGS and Third Party certification
3. Value addition
4. Marketing

A national pool of resource persons having in depth understanding of organic farming would support the State Rural Livelihoods Missions (SRLMs) and NMMU in the following activities:

1. Support SRLMs in cluster level planning and roll out of organic village cluster development activities
2. Support in rolling out certification, in their respective state.
3. Providing training to Community Resource Persons
4. Support the SRLMs in development of value addition and market linkage strategies for organic produce
5. Development of training modules for organic farming
6. Supporting the states in development of protocols, package of practices for organic farming
7. Identification and documentation of best practices

In view of the above, it has been decided to empanel a pool of National Resource Persons having relevant educational qualification and demonstrated experiences in the areas of Organic Cultivation & Certification and Value addition and market linkage etc., as given in the table below:

S.No	Broad themes	Sub themes	No. of NRPs
1	Organic cultivation and certification	Development of training modules for organic cultivation and package of practices	<b>2</b> <b>5</b>
		Development of training material – PGS/Third Party certification	
		Development of training modules for SRLM staff and CRPs on certification methods, post-harvest management	
		Training to SRLM staff, CRPs	
		Implementation support to the SRLMs	

2	Value addition and market linkage	Development of area-wise , commodity-wise strategy for certification, branding and marketing
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### Eligible Category

S.No.	Category	Experience/eligibility
1	<b>NRP Category A+</b>	20+ years in a large size livelihood development project or in reputed industry at senior/middle management level, responsible for promotion of organic agriculture and allied activities based livelihoods or managing commodity business in scale, sourcing, certification, value addition, marketing etc.
		Candidate should also have minimum 8 years of experience working in any part of the value chains of organic produce
		Candidate should be a Post-Graduate in Agriculture / Agri-business management/Rural Management/Rural Marketing / social sciences from a reputed university/institute
2	<b>NRP Category A</b>	15+ years in a large size livelihood development project or in reputed industry at middle management level, responsible for promotion of organic agriculture practices and allied activities based livelihoods or managing commodity business in scale, certification, sourcing, value addition, marketing etc.
		Candidate should also have minimum 5 years of experience working in any part of the value chains of organic produce
		Candidate should be a Post-Graduate in Agriculture / Agri-business management/Rural Management/Rural Marketing / social sciences from a reputed university/institute
3	<b>NRP Category B</b>	10+ years of experience in organic cultivation, certification, value addition, marketing etc. Experience in large scale programmes and schemes of Government or Corporate
		UG (4 years course) in Ag Science, Forestry, and /or PG in Rural Development/Rural Management/social sciences
4	<b>NRP Category C</b>	5+ years of experience in organic cultivation, certification, value addition, marketing etc. Experience in large scale programmes and schemes of Government or Corporate
		UG (4 years course) in Ag Science, Forestry, and /or PG in Rural Development/Rural Management/social sciences

### Essential Criteria

- ❖ Good participatory training and facilitation skills with proven ability and experience in delivering trainings in Hindi/English, development of modules, manuals and kit etc.,
- ❖ Proven skills on going and mentoring trainers as well as field staff
- ❖ Excellent reading, writing and communication skills

- ❖ Having experience of designing participatory trainings and capacity building modules and materials in the areas notified
- ❖ Having a comprehensive understanding on NRLM processes and activities
- ❖ Willing to travel extensively across the states or the country even sometimes in short notice

## **11. Theme: Climate resilient agriculture**

### **Objective**

- To enhance the human capacity for quick, effective, resilient, reliable proper climate risk reduction and resilience
- Provide clientele with a core professional training which integrates the study of concepts ITK, IFS and sustainable agriculture,
- Supporting and addressing key policy, agro-climatic approaches, integrating organic farming systems and crop management issues in Sustainable Agriculture; and
- Equip Clientele with convergence of schemes for land development and improve agriculture productivity through alternative farming systems, value addition for viable agricultural development.

### **Essential criteria:**

Candidate should be a Post-Graduate in Environmental science/Agriculture / Agri-business management/Rural Management/Rural Marketing / social sciences from a reputed university/institute

10+ years in a large size livelihood development project or in reputed industry at middle management level, responsible for promotion of Sustainable Agriculture/ organic agriculture practices and allied activities based livelihoods or managing commodity business in scale, certification, sourcing, value addition, marketing etc

### **Desired Knowledge, Skills & Core competencies:**

- Concepts and Perspectives of Climate resilient agriculture
- Concepts and Perspectives of Smart Agriculture
- Conservation use of resources effectively - tillage practices, ITKs in INW, IWM, IPM, weather based pest and disease management etc.
- Community based seed bank
- Integrated watershed Management – soil and moisture conservation practices, improve water use efficiency through use of drip and sprinkler systems
- Integrated Farming Systems
- Weather based crop insurance policies
- Mainstreaming other resource envelope of the line departments
- Value addition (agro-processing systems)

**Note: Please send updated curriculum vitae (CV) to [nrlmcellnirdhr@gmail.com](mailto:nrlmcellnirdhr@gmail.com) in the following format**

**Last date for receipt of applications is 21.04.2018.**

# National Institute of Rural Development & Panchayati Raj

Rajendranagar, Hyderabad – 500 030

## National Rural Livelihoods Mission – Resource Cell

Application for the theme of:

Native / Preferred State:

Interested to work in North East (If interested please put a Tick mark): Yes/ No

Any work experience in North East (If interested please put a Tick mark): Yes/ No

1. Name :

2. Father's Name :

3. Date of Birth and age as :

(as on 28<sup>th</sup> February, 2018)

4. Address for Correspondence :

5. e-Mail :

6. Contact No. :

7. Educational Qualification :

(In descending order, up to SSC/Class X)

Degree/ Diploma Certificate	Year of passing	College/ Institute	Board/University / Institution	Subjects	Marks / Division

8. Total Experience (in years):

**(Latest first)**

<b>S. No</b>	<b>Name of Organisation / Place</b>	<b>Designation</b>	<b>Tenure (From and To &amp; Years and Months)</b>	<b>Responsibility/ Assignment</b>	<b>Achievement</b>

9. Relevant Experience (in years):

10. Any Publications:

11. Languages:

<b>Language</b>	<b>Read</b>	<b>Write</b>	<b>Speak</b>
English			
Hindi			
Other language (Write language name):			
Other language (Write language name):			

12. Computer Proficiency:

13 . Any other information, applicant may like to give (but not more than 100 words):

14. References (Two):

<b>Name</b>	<b>Designation and Organisation</b>	<b>Address with contact number</b>

**Attach CV (not more than 3 pages).**

I hereby declare that all the statements made in this application form and enclosures are true to the best of my knowledge and belief.

**Date:**