



PAN/7232/2021-RGSA1

Office of the Director of Panchayats
Swaraj Bhavan, Nanthancode
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0471-2786304 Date: 02/03/2022

NOTIFICATION

The Nodal officer, Rashtritya Gram Swaraj Abhiyan(RGSA), Kerala (Director of Panchayats) invites applications from qualified and competent candidates to the posts of District project manager & Specialist (MIS) in District Programme Management unit & District e-governance Resource Group of Rashtritya Grama Swaraj Abhiyan Scheme.

Name of Post - **District project manager & Specialist (MIS)**
Number of vacancies - **10**

Essential qualification

B.Tech in computer science/IT
or
MBA in system management

4 years' experience in Management Information System. Experience in software development, programming are desirable.

Required competencies and skills

The main task for District project manager & Specialist (MIS) is to Implement and monitoring of projects at district level. Strengthen the M&E system of panchayats to improve the internal monitoring systems and thereby improve the capacity of local bodies. District project manager & Specialist (MIS) will monitor inputs and outputs, evaluate outcomes and use these information for changes in policies, programmes etc..The District project manager & Specialist (MIS) should have the following competency.

- Good knowledge in panchayat administration and related aspects of local governments.
- Good leadership, technical competence and professional skill for timely

implementation, coordination and management of activities.

- Sound knowledge in information and technology essential for information management and local governments.
- Ability to work in a team, develop synergies and establish effective working relations with various stakeholders.
- Good interpersonal and communication skills.
- Good reporting skills in English and Malayalam.

Other terms and conditions

The appointment is on contract basis for a period of one year with a consolidated pay of Rs. 31,920/- pm. The contract will be renewed every year, if necessary, based on performance reviews. The candidates should be willing to work in any part of Kerala.

Age Below 45 years

How to apply

Application along with detailed curriculum vitae and self attested copies of all supporting documents/testimonials may be sent by registered post to Nodal officer RGSA, Kerala & Director of Panchayats, Directorate of Panchayats, Swaraj Bhavan, Nanthancode, Kowdiar P O, Thiruvananthapuram 695003 before 5.00 PM on 17 March 2022. Superscribe **“Application for the post of District project manager & Specialist (MIS) under RGSA scheme”** on the envelop. Shortlisted candidates only will be invited for test/interview.

H. DINESHAN IAS
Nodal Officer RGSA, Kerala &
DIRECTOR OF PANCHAYATH