



**NATIONAL INSTITUTE OF RURAL DEVELOPMENT AND PANCHAYAT RAJ
(Ministry of Rural Development, Govt. of India)
Rajendranagar, Hyderabad - 500 030**

The National Rurban Mission (NRuM), Ministry of Rural Development, GoI envisages an institutional arrangement that will implement the NRuM in a Mission mode. It emphasizes a Mission Directorate to be established at the national level in the MoRD and it will be supported by a Mission Project Management Unit (MPMU) to be set up in the Directorate. This Mission Directorate will be headed (ex-officio) by Joint Secretary in charge of the Rurban Mission in MoRD, GoI, New Delhi.

The MPMU will have a specialized team of professionals considering the innovative nature of the Mission and its implementation timelines. The professional team will need to bring in Spatial Planning, Infrastructure Planning, Rural Development, Engineering, Program Management, Monitoring and Evaluation skills.

The current institutional arrangement envisages a team headed by the Chief Program Manager (CPM) reporting into the Joint Secretary – Rurban, MoRD, New Delhi. There will be Zonal Managers and a team of Program Managers reporting to the CPM for effective implementation of the Rurban Mission.

**INVITES APPLICATIONS FOR POSITIONS IN
NATIONAL RURBAN MISSION**

Applications are invited for the following positions of **Chief Programme Manager (1) and Zonal Managers (3) – National Rurban Mission**, on Project mode, on appointment by NIRD&PR to work at the Rurban Division, Ministry of Rural Development (MoRD), New Delhi for a period of one year. The details of the eligibility, job description and other requirements are as follows:

One Position - Chief Program Manager (CPM)	
Key Roles & Responsibilities	<ul style="list-style-type: none">• Overall Management and Programme Implementation under the supervision and guidance of the Joint Secretary, Rurban Mission, Ministry of Rural Development (MoRD), Govt. of India (GoI).• The CPM will lead the Mission Project Management Unit (MPMU) team towards achieving the milestones of the programme as articulated in the Framework of Implementation.• The CPM will be responsible for overseeing the successful implementation of the programme across all States.• The CPM will also be responsible for all other activities of the Mission required to achieve the outputs and outcomes of the Mission.• The CPM will report the deliverables of the MPMU on a regular basis to the JS Rurban- MoRD

Qualifications	<ul style="list-style-type: none"> • Post graduate degree in Engineering/ Spatial Planning/ Public Administration from National/ International Universities / Institutes
Experience	<ul style="list-style-type: none"> • He/ She should have minimum of 5 years of experience in managing and implementing programmes of similar scale at Government of India and should have worked in the domain of spatial planning/ development/ infrastructure sector for about 18-20 years.
Maximum age	Not exceeding 50 years as on last date for submission of application

Detailed Role Description of Chief Programme Manager:

The detailed role description of Chief Programme Manger are as follows:

1. Delivering key milestones w.r.t policy and programme implementation
2. Monitoring the setting up of State Institutional Frameworks in States
3. Handholding State Technical Agencies and State Nodal Agencies in identifying Rurban clusters and support in ICAPs preparation for all clusters.
4. Mobilizing ICAPs from States as per the set targets under the Mission.
5. Reviewing ICAPs and recommendations on ICAPs to Expert Committee for project approvals.
6. Policy Iterations at critical stages for smooth implementation of the Mission.
7. Reallocation of clusters and revised allocations for Phase 2 and 3 of the Mission
8. Monitoring of implementation of works at the Rurban clusters
9. Ensuring convergence of funds for the cluster in close co-ordination with the State Nodal agencies and SPMUs
10. Inter-Ministerial coordination with Central Government Ministries to dovetail their schemes into Rurban Mission
11. Coordinating and implementing training and capacity building programs for state agencies
12. Coordination with IFD, accounts, audit for fund release.
13. Management of Mission related databases, websites, MIS, reporting systems.
14. Support in the administrative functioning of the Mission including management of Mission related internal work processes and decision making, internal coordination for communication with various departments, program logistics, coordination with resource institutions etc.

One Position - Zonal Manager - Monitoring and Evaluation (M&E)	
Key Roles & Responsibilities	<ul style="list-style-type: none"> • He/She will be responsible for overseeing the successful implementation of the programme across all States in the allocated Zone. • He/She will work under the direct supervision of the CPM and will report all the deliverables to the CPM. • In addition to overseeing the performance in States, the Zonal Manager will also have the thematic responsibility of Monitoring and Evaluation related activities of the programme. • He/She will be responsible for tracking and monitoring the programme milestones and report this regularly to the CPM.
Qualifications	Post graduate degree in Management/ Public Administration/ Rural Development from National/ International Universities /Institutes.
Experience	<ul style="list-style-type: none"> • He/ She should have worked in Monitoring and Evaluation of large scale infrastructure works at the National/ State level. • He/ She should have worked in the development sector and should have a work experience in the relevant field for not less than 10 years. • Familiarity with working State Governments will be an added advantage.
Maximum age	Not exceeding 45 years as on last date for submission of application

Detailed Role description of Zonal Manager (M&E):

The detailed role descriptions of Zonal Manager (M&E) are as follows:

1. Delivering key milestones w.r.t policy and programme implementation.
2. Monitoring the setting up of State Institutional Frameworks in States.
3. Handholding State Technical Agencies and State Nodal Agencies in identifying Rurban clusters and support in ICAPs preparation for all clusters.
4. Mobilizing ICAPs from States as per the set targets under the Mission.
5. Reviewing ICAPs and recommendations on ICAPs to Expert Committee for project approvals.
6. Policy Iterations at critical stages for smooth implementation of the Mission.
7. Reallocation of clusters and revised allocations for Phase 2 and 3 of the Mission.
8. Monitoring of implementation of works at the Rurban clusters.
9. Ensuring convergence of funds for the cluster in close co-ordination with the State Nodal agencies and SPMUs.
10. Inter-Ministerial coordination with Central Government Ministries to dovetail their schemes into Rurban Mission.
11. Coordinating and implementing training and capacity building programs for state agencies.
12. Coordination with IFD, accounts, audit for fund release.
13. Management of Mission related databases, websites, MIS, reporting systems.
14. Support in the administrative functioning of the Mission including management of Mission related internal work processes and decision making, internal coordination for communication with various departments, program logistics, coordination with resource institutions etc.

One Position - Zonal Manager -Infrastructure Planning	
Key Roles & Responsibilities	<ul style="list-style-type: none"> • He/She will be responsible for overseeing the successful implementation of the programme across all States in the allocated Zone. • He/She will work under the direct supervision of the CPM and will report all the deliverables to the CPM. • In addition to overseeing the performance in States, the Zonal Manager will also have the thematic responsibility of Infrastructure and Planning related activities. • In this thematic responsibility, he/she will work closely with the CPM and will also have overall responsibility to monitor the submission of ICAPs and conducting timely review of ICAPs.
Qualifications	Post graduate degree in Engineering / Planning/ Development Management from National/ International Universities / Institutes
Experience	<ul style="list-style-type: none"> • The Zonal Manager candidate should have relevant experience in infrastructure planning and execution. • He/She should have worked in infrastructure monitoring in Government programmes at the National/State level. • He/She should have work experience in the relevant field for not less than 10 years. • Familiarity with working State Governments will be an added advantage.
Maximum age	Not exceeding 45 years as on last date for submission of application

Detailed Role description of Zonal Manager (Infrastructure Planning):

The detailed role descriptions of Zonal Manager (Infrastructure Planning) are as follows:

1. Delivering key milestones w.r.t policy and programme implementation.
2. Monitoring the setting up of State Institutional Frameworks in States.
3. Handholding State Technical Agencies and State Nodal Agencies in identifying Rurban clusters and support in ICAPs preparation for all clusters.
4. Mobilizing ICAPs from States as per the set targets under the Mission.
5. Reviewing ICAPs and recommendations on ICAPs to Expert Committee for project approvals.
6. Policy Iterations at critical stages for smooth implementation of the Mission.
7. Reallocation of clusters and revised allocations for Phase 2 and 3 of the Mission.
8. Monitoring of implementation of works at the Rurban clusters.
9. Ensuring convergence of funds for the cluster in close co-ordination with the State Nodal agencies and SPMUs.
10. Inter-Ministerial coordination with Central Government Ministries to dovetail their schemes into Rurban Mission.
11. Coordinating and implementing training and capacity building programs for state agencies

12. Coordination with IFD, accounts, audit for fund release.
13. Management of Mission related databases, websites, MIS, reporting systems.
14. Support in the administrative functioning of the Mission including management of Mission related internal work processes and decision making, internal coordination for communication with various departments, program logistics, coordination with resource institutions etc.

One Position - Zonal Manager- Rural Development and Convergence	
Key Roles & Responsibilities	<ul style="list-style-type: none"> • He/She will be responsible for overseeing the successful implementation of the programme across all States in the allocated Zone. • He/She will work under the direct supervision of the CPM and will report all the deliverables to the CPM. • In addition to overseeing the performance in States, the Zonal Manager will also have the thematic responsibility of ensuring smooth convergence of funds in the States, working in close co-ordination with the SPMUs and DPMUs. • In addition the Zonal Manager- Rural Development and Convergence will also oversee the setting up of institutional frameworks in the States and the functioning of the SPMUs/DPMUs and CDMUs in the States.
Qualifications	Post graduate degree in Rural Development/ Management from National/ International Universities / Institutes
Experience	<ul style="list-style-type: none"> • The Zonal Manager candidate should have relevant experience in rural development and convergence of various government schemes. • He/She should have worked in the rural development sector at the National/State level. • He/She should have work experience in the relevant field for not less than 10 years. • Familiarity with working State Governments will be an added advantage.
Maximum age	Not exceeding 45 years as on last date for submission of application

Detailed Role description of Zonal Manager (Rural Development and Convergence):

The detailed role descriptions of Zonal Manager (Rural Development and Convergence) are as follows:

1. Delivering key milestones w.r.t policy and programme implementation.
2. Monitoring the setting up of State Institutional Frameworks in States.
3. Handholding State Technical Agencies and State Nodal Agencies in identifying Rurban clusters and support in ICAPs preparation for all clusters.
4. Mobilizing ICAPs from States as per the set targets under the Mission.
5. Reviewing ICAPs and recommendations on ICAPs to Expert Committee for project approvals.

6. Policy Iterations at critical stages for smooth implementation of the Mission.
7. Reallocation of clusters and revised allocations for Phase 2 and 3 of the Mission.
8. Monitoring of implementation of works at the Rurban clusters.
9. Ensuring convergence of funds for the cluster in close co-ordination with the State Nodal agencies and SPMUs.
10. Inter-Ministerial coordination with Central Government Ministries to dovetail their schemes into Rurban Mission.
11. Coordinating and implementing training and capacity building programs for state agencies.
12. Coordination with IFD, accounts, audit for fund release.
13. Management of Mission related databases, websites, MIS, reporting systems.
14. Support in the administrative functioning of the Mission including management of Mission related internal work processes and decision making, internal coordination for communication with various departments, program logistics, coordination with resource institutions etc.

How to apply:

The applications are to be addressed to Assistant Registrar (E), National Institute of Rural Development and Panchayati Raj (NIRD & PR), Rajendranagar, Hyderabad – 500 030 and those who desire to submit the soft copy may submit the same to are.nird@gmail.com and a copy to crinirdpr@gmail.com.

Prospective candidates shall submit their CVs/Resume with exclusive mention about fulfilment of prescribed qualification, age and experience.

Only shortlisted candidates will be called for Interviews. All communications will be through e-mail. Hence, all candidates are advised to mention clearly their e-mail/contact number in their application.

Last date for submission of applications : 12.07.2016

General Conditions :

- i) The offered assignment is purely temporary and does not envisage any kind of regular appointment in NIRD&PR in future.
- ii) In case of large number of applications, the Institute may shortlist the candidates as may be necessary.
- iii) Canvassing in any form will be treated as disqualification.
- iv) No correspondence will be entertained as regards short-listing, calling for interview, selection or engagement.
- v) The Institute reserves the right to relax any of the requirements i.e. age, educational qualification, experience etc. in exceptional cases.
- vi) The application form may be downloaded from the NIRD&PR Website: www.nird.org.in

**Assistant Registrar (E)
NIRD&PR, Hyderabad**

APPLICATION FORM

1. Name of the Post:
2. Name of the Candidate:
3. Father's / Husband's Name:
4. Date of Birth (Age as on date) :
5. Category to which belong: *SC/ST/OBC/OC*:
6. Details of education qualifications from SSC(10th onwards)

7. Details of work experience in relevant area:

8. Address for correspondence:

9. Permanent Address:

10. E-mail:
11. Mobile No.

UNDERTAKING

I have read the terms and conditions of the job and I fulfil the eligibility criteria. I will be liable in case any declaration made by me is found to be false.

Place:

Signature:
Name:

* If required, additional sheets can be used.