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Odisha Livelihoods Mission  
Panchayati Raj & Drinking Water Department, Government of Odisha Bhubaneswar - 751 012

Advt No: 1920 Date: 19.07.2018

**Recruitment Notice**

Odisha Livelihoods Mission (OLM), Panchayati Raj & Drinking Water Department, Government of Odisha, invites applications from eligible candidates for contractual engagement for the position of **Additional Chief Executive Officer (Operations)**.

Positions	No	Qualification	Age	Experience Yrs	Remuneration p.m. INR
Additional Chief Executive Officer (Operations).	1	Minimum Post Graduation in Social Science / Rural management / Rural Development / Master in Business Administration / Post Graduation Diploma in Management .	40-55	15	90,000 (Ninety Thousand Only)

Details of Role Responsibilities, Qualification and other Eligibility criteria for the above position can be accessed at [www.olm.nic.in](http://www.olm.nic.in).

- N.B :-1. Candidates should send their Resume with scan copies of relevant documents in support of their age, qualification and experience (PDF Copy) through Email to [recruitmentaddlceo.olm@rediffmail.com](mailto:recruitmentaddlceo.olm@rediffmail.com).
2. Last date of receipt of application is **26.07.2018( 5 P.M) - only through e-mail.**
  3. OLM is not responsible for any delay in receipt of application.
  3. Only shortlisted candidates will be called for Personal Interview.

Sd/-  
State Mission Director- cum-CEO

## JOB DESCRIPTION – Additional Chief Executive Officer (OPERATIONS)

Minimum Educational Qualification : Minimum Post Graduation in Social Science / Rural management / Rural Development / Master in Business Administration / Post Graduation Diploma in Management .

### Eligibility Criteria –

1. Minimum 15 Years of Post Qualification experience in the field of Rural Livelihoods / Rural Community Management & Institutional Building / Natural Resource Management.
2. Must have atleast 10 Years of continuous experience working in the ***Externally Aided Project(s) / Central Plan Project(s) / Centrally Sponsored Project(s) / State Plan Project(s)***.

### Job Responsibility:

- \* Providing strategic guidance to the entire operation of NRLM including CM-IB, Micro Finance, Livelihoods, Skill Development and ML & E Activities.
- \* Network with public and private stakeholders and create a space for NRLM in the state.
- \* Responsible to the State CEO and work closely with other members of SMMU
- \* Responsible for overall design and implementation of programme component of the project
- \* Ensure timely implementation of activities and fund disbursement under program component
- \* Support and guide all SMMU program staff in performing their roles for the project
- \* Guide and support Dy.CEO/Programme Managers/Programme Executives in program cell by delivering their duties
- \* Be responsible for project planning and overall progress of programme implementation
- \* Prepare annual budget and action plan with inputs from other staff members in SMMU for program component and monitor its progress
- \* Organize review meeting of program staff to assess project progress and performance
- \* Undertake periodic field visits and work closely with DMMU and BMMUs to monitor progress of overall program component as per annual action plan prepare necessary reports.
- \* Any other task as assigned by the CEO

**Remuneration:** - Rs. 90,000/- per month.( with 3% increase every Year subject to satisfactory Performance )

**Contract Period :** - For period of 1 (one) Year. Can be renewed on satisfactory performance and requirement of the Project .