

**Government of Rajasthan**  
**Department of Rural Development & Panchayati Raj**  
**Rajasthan Grameen Aajeevika Vikas Parishad**

(3<sup>rd</sup> Floor, RFC-Block, Udyog Bhawan, C-Scheme, Jaipur, Ph: 2227011, Fax: 2227723)

F.2(1)RD/RGAVP/SRLM/ 2011 Pt-I/6797

Jaipur, Dated : 17.11.2015

**Advertisement**

Applications are invited for the post of Chief Operating Manager (COM) in Rajasthan Gramin Aajeevika Vikas Parishad (RGAVP).

**The requisite qualifications for applicants for above post would be:**

- Should not be above 55 years of age
- MBA/MSW/Post Graduation/Masters in Rural Development/Rural Management/Social Science or any other discipline.
- A total of not less than 20 years experience in the field of Rural Development/ Development Sector including minimum 2 years in Senior Management/Executive level
- Adequate knowledge of ICT
- Preference to those who have worked in Central/State/Externally Aided Development Projects/Programmes and/or Central/State Development Institutions.
- Schedules Castes/Scheduled Tribes/Women applicants are especially encouraged to apply.

The Chief Operating Manager, RRLP, NRLP & NRLM will work under the supervision of the State Mission Director. The COM shall be responsible for implementation of technical part of projects like Institution Building/Capacity Building, Financial Inclusion and Livelihood.

**Entitlements:**

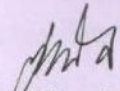
- This post is temporary in nature and the engagement will be on contractual basis.
- This position is initially for a period of three years, extendable upto five years based on performance/requirement.

- The gross monthly consolidated remuneration for this post would be Rs. 2.00 Lakh inclusive of contribution of New Pension Scheme, Medical Reimbursement, Accidental Insurance Premium and Gratuity etc.
- An annual increment of 5% will be admissible

Interested candidates may submit their application along with detailed resume through email to [rajeevika@rgavp.org](mailto:rajeevika@rgavp.org) or in person/post to the State Mission Director, Rajasthan Grameen Ajeevika Vikas Parishad, III floor, RFC Block, Udyog Bhawan, C-Scheme, Jaipur by 5.00PM on December 4, 2015.

**Note:**

1. Selection would be based on interview by the committee constituted for this purpose, however; all the powers to accept or reject the selection are reserved with RGAVP
2. The detailed Terms of Reference for the above post can be seen on the official web site of Rajasthan Grameen Ajeevika Vikas Parishad [www.rgavp.org](http://www.rgavp.org) or may be obtained from our office address mentioned above.
3. The application form alongwith detailed resume should reach this office by 5.00PM or before December 04, 2015. No application shall be entertained beyond this date.
4. RGAVP reserves the right to amend any of the conditions in respect of this advertisement.

  
(Rajeev Singh Thakur)  
State Mission Director

## **Terms of Reference for the post of Chief Operating Manager, RGAVP**

### **About RGAVP:**

Rajasthan Gramin Ajeevika Vikas Parishad was constituted as a registered society for implementation of all livelihood related programmes in rural areas of Rajasthan. At present, RGAVP is implementing the following projects:

- RRLP is a World Bank funded Programme
- NRLM/NRLP is a Central Government funded Project
- MPoWeR project in which the funding partner is IFAD

The objective of RGAVP is to support the development of livelihood opportunities for the rural poor, specially women and marginalized groups through:

- Promotion of Community Institutions- Women Self Help Groups, Federations, Producer Organizations
- Financial Inclusion through Project Fund and Bank Lonkage
- Providing Livelihood support
- Development of Skills of Rural Youth
- Convergence with other government programmes including various departments for leveraging impact.

### **Roles and Responsibilities**

**State Project Management Unit (SPMU):** Rajasthan Grameen Ajeevika Vikas Parishad would implement its activities in the state through an SPMU, at the state level, headed by a full-time State Mission Director (SMD). The Chief Operating Manager, RGAVP will work under the supervision of SMD. The COM shall be responsible for implementation of technical part of projects like IB/CB, FI and Livelihood. The role & responsibilities of Chief Operating Manager would be as under:

- Lead all activities in the state related to IB/CB, FI and Livelihood/Skills etc.
- Draft policies and implementation guidelines of the mission at the state level;
- Provide Handholding support to district and sub-district implementation/support structures;
- Ensure quality implementation of different components/thematic interventions;

- Seek out and develop partnership with relevant institutions and government agencies at state level in an effort to explore new/innovative areas of policy/research work;
- Ensure proper linkages with Government, non-Government and External Support Agencies through high level policy dialogue, regular and systematic networking, practical programme collaboration and information sharing;
- Maintain regular contact with NMMU, MoRD, GoI in order to align the state level activities with National guidelines;
- Within agreed operational and financial performance measurement frameworks, monitor all aspect of the performance in relation to agreed objectives, plans and targets, and ensure that action is taken to address any adverse variances;
- Provide regular performance reports and commentaries to the Mission Director and/or Government of Rajasthan;
- Manage convergence and partnerships with other agencies;
- To see the issues relating to HR and Administration, as the files of these sections shall be routed through COM to SMD
- Any other functions, as may be assigned from time to time by the Mission Director and/or Government of Rajasthan.

#### **Terms and conditions**

- The name of Centrally Sponsored Scheme, State Plan Scheme or any project for which being engaged is World Bank/Government of India.
- The name of funding agency is World Bank/Government of India.
- The date up to which contract will exist i.e. the date of disengagement of first part is initially 3 years and extendable year to year basis up to total 5 years.
- The amount, at which first party has been engaged, is Rs. 2.00 Lac consolidated per month inclusive of contribution of New Pension Scheme, Medical Reimbursement, Accidental Insurance Premium and Gratuity etc.
- The annual increment amount will be maximum 5% of the total emoluments.
- The contractual appointee may be allowed to travel on duty in bus/rail/air as per the rules applicable in RGAVP.
- Daily allowances may be determined as per RGAVP provisions.

#### **Requisite Qualifications**

- Should not be above 55 years of age

- MBA/MSW/Post Graduation/Masters in Rural Development/Rural Management/Social Science or any other discipline.
- A total of not less than 20 years experience in the field of Rural Development including minimum 2 years in Senior Management/Executive level
- Adequate knowledge of ICT
- Preference to those who have worked in Central/State/Externally Aided Development Projects/Programmes and/or Central/State Development Institutions.

**Note: Detailed information about RGAVP can be seen on the website:**

**[www.rgavp.org](http://www.rgavp.org)**