

# Society for Rural Development Services (SRDS), Telangana

**Lower tank bund, Gandhi Nagar Hyderabad-500080**

## **GUIDELINES ON HIRING THE SERVICES**

**(Advt No:1943/SRDS/HR-I/2017, Dated:15.09.2017)**

**Society for Rural Development Services (SRDS), Telangana** invites applications from the interested and eligible local candidates of Telangana State for the following contractual positions, required to work anywhere in the State of Telangana under the control of the Commissioner, Rural Development, Govt of Telangana, Hyderabad.

S.No	Name of the position	Name of the Scheme / Project	No. of posts	Nature of service
1.	Assistant Manager (Vigilance)	MGNREGS	29	Contract basis
2.	District Project Manager	National Rurban Mission	14	Contract basis

Date of start of application 17.09.2017

Last date of receipt of application 24.09.2017 by **24:00 hours/12.00 midnight**

### **I. Job Description:**

#### **i. Asst.Manager (Vigilance):**

- Should be able to handle different types of data and analyze to process the files related to Social Audit follow up.
- Should be competent to handle subject matters related to Disciplinary proceedings

#### **ii. District Project Manager (DPM):**

Should be able to prepare of Integrated Cluster Action Plans (ICAPs) and Detailed Project Reports (DRPs) which are basic documents for the execution of works in the clusters and also aid and assist the administration of the Rural Clusters/Districts.

### **II. Service Condition:**

The selected candidates will be on contract initially for a period of (1) one year from the date of hiring the services. The renewal of contract will be subject to the satisfactory performance and will be at the discretion of the competent authority of the Department and duration of the Scheme/Project.

### **III. Monthly remuneration:**

The monthly remuneration shown against the posts.

**IV. ELIGIBILITY:**

Should possess the prescribed qualification as on the date of notification.

S.No	Name of the post	Prescribed Educational Qualifications	Remuneration
1	Assistant Manager (Vigilance)	MBA/ Post Graduation in Management	Rs.20,000/- p.m.
2	District Project Manager (DPM)	PGDRM from IRMA/MA(Rural Development)	Rs.40,000/-p.m.

**[Upper age limit: The candidate age shall not be more than 38 years as on the date of notification. Age relaxation of 5 years in case of SC/ST/BC and 10 years for PHC is applicable]**

**V. How to apply:**

1. Candidate should visit <http://www.rdhrrms.telangana.gov.in> website and apply online in the template provided.
2. The following documents shall be uploaded in PDF format.
  - i. Prescribed Qualification certificates.
  - ii. Aggregate Marks Memo of prescribed qualification.
  - iii. Higher Qualification certificates.
  - iv. Aggregate Marks Memo of higher qualification.
  - v. SSC or Equivalent Certificate.
  - vi. Study certificates from 4th to 10th Class
  - vii. CV / Resume
3. Those applications without uploading of above documents will be rejected
4. Only those degrees/qualifications awarded by universities/institutions/Board recognized by the State Government/Central Government will be considered.
5. The candidates are advised to make data entry in online application with utmost care. Edit option is also provided for making any changes by the candidate up to the last date and time prescribed.
6. **If any data in the application format doesn't tally/match with the original certificates, their candidature will be rejected.**

**VI. Method of selection:**

Candidates will be selected based on the following criteria:

- i. 60% weightage for percentage of marks secured in the prescribed qualification
- ii. 40% weightage for oral interview
- iii. Rule of Reservation will be followed for selection of candidates to the position of Assistant Manager (Vigilance) and DPMs.

**All the applications received will be scrutinized in the order of merit on the above criteria and the candidates will be called for interview in the ratio 1:5.**

**VII. Names of Nodal Officer for two categories of posts:**

Applications invited for the post	Name of the Nodal Officer	Contact Number
Assistant Manager (Vigilance)	Sri DSVSJ. Koteswar Rao, AVO	7095500228
District Project Manager	Sri K. Narsimhulu, MPDO/PM	7997500099

**VIII. Other conditions:**

**The Chief Executive Officer, Society for Rural Development Services (SRDS), Telangana reserves the right to modify the recruitment conditions and cancel the notification for hiring the services of personnel at any stage without assigning any reasons.**

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