



Recruitment under Bihar Rural Development Society (BRDS)

The Bihar Rural Development Society (BRDS) is an autonomous society promoted by the Rural Development Department of the Government of Bihar. We are committed to eradicating poverty, promoting sustainable and productive employment and fostering social justice for all our rural residents.

We are seeking to build a self-motivated and committed multi-disciplined team that identifies and steers critical rural development policy issues, support policy research, provides capacity and institution building support, assists in developing implementation strategies, promotes democracy; and takes the lead in developing, managing, monitoring and evaluating programmes that affect the lives of millions poor.

We invite you to join Bihar Rural Development Society (BRDS) Core Team in transforming rural lives and livelihoods work towards building a new Bihar. Eligibility criterion & Other Details of BRDS Core Team are given as below:

Sl. No.	Designation	Level	No. of Post	Categories wise Vacancy	Educational Qualification	Experience	Desirable Experiences	Salary (Rs. / Month)
1	Director– Social Audit	L1	1	GEN	Two years full time Post Graduate Degree in any discipline OR Two years full time Post Graduate Degree in Management OR Two years full time PG Diploma in Management OR Two years full time MSW OR Four years Graduate degree in Engineering, Agriculture & Allied Sciences Or higher.	At least 15 years of work experience of which at least four years of either full time Or part time work or volunteering with demonstrated commitment towards issues of transparency, accountability in Governance, preferably MGNREGS.	A thorough knowledge of and substantial experience in the thematic area, Knowledge of public policies, Experience of working of government programs, Strong communication skills (written and oral), Ability to work in/ with teams, and strong ability to build capacities and mentor team members/ state functionaries.	80,000/-
2	Regional Programme Officer – MGNREGA	L2	3	Gen-2, EBC-1	Two years full time Post Graduate Degree in any discipline OR Two years full time Post Graduate Degree in Management OR Two years full time PG Diploma in Management OR Two years full time MSW OR Four years Graduate degree in Engineering, Agriculture & Allied Sciences or higher.	At least 10 years of experience in relevant domain such as similar rural development programmes.	A thorough knowledge of and substantial experience in the thematic area, Knowledge of public policies, Experience of managing implementation of a large program, at least at state level, experience of working with government programs, Program design skills, Strong communication skills (written and oral), Ability to work in/ with teams, and strong ability to build capacities and mentor team members/ state functionaries.	70,000/-
3	Programme Officer – IAY		1	GEN				
4	Head Capacity Building, HR and Facility Management		1	GEN				



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Rural Development Department
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5	Finance Manager	L3	1	GEN	M.Com. OR CA OR Two years full time MBA (Finance) OR Two years full time PG Diploma in Management with specialization in Finance	Minimum 8 years of experience heading a function in relevant domain such as similar rural development programmes at scale.	Strong Project Management/ domain Skills	60,000/-
6	Procurement Manager		1	GEN	M Com OR CA OR Two years full time Post Graduate Degree OR Two years full time PG Diploma in Management with specialization in Finance			
7	HR CUM Facilities Manager		1	GEN	Two years full time Post Graduate Degree OR Two years' full time PG Diploma in Management with specialisation In HR or Personnel Management.			
8	Sr. Audit & Account Officer		1	GEN	M.Com. OR CA OR Two years full time Post Graduate Degree OR Two years full time PG Diploma in Management with specialization in Finance			
9	Independent Evaluation, Learning & Research Manager		1	GEN	Two years full time Post Graduate Degree in Management OR Two years full time PG Diploma in Management OR Two years full time MSW OR Four years Graduate degree In Engineering, Agriculture & Allied Sciences or higher.			
10	BPL SECC Coordinator	L4	1	GEN	Two years full time Post Graduate Degree in Management OR Two years full time PG Diploma in Management OR Four years Graduate degree in Engineering, Agriculture & Allied Sciences or higher.	Minimum 5 years of experience in relevant domain preferably of handling operations at state/ national level	A thorough knowledge of and substantial experience in the thematic area, Knowledge of public policies, Experience of managing implementation of a large program, at least at state level, experience of working with government programs, Program design skills, Strong communication skills (written and oral), Ability to work in/ with teams, and strong ability to build capacities and mentor team members/ state functionaries.	40,000/-
11	Social Audit/Grievance Redressal Committee Coordinator		1	GEN				



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12	IEC Manager	L4	1	GEN	Two years full time Post Graduate Degree in Mass communication	Minimum 5 years of experience in similar kind of role Knowledge of computer multi media of Graphics software	Strong Project Management/ domain Skills	40,000/-
13	Ombudsman Coordinator / Establishment		1	GEN	A full time Post Graduate Degree OR full time PG Diploma in Management OR full time MSW OR Four years Graduate degree in Engineering, Agriculture & Allied Sciences or higher.	Minimum 5 years of experience in thematic domain preferably of handling operations at state/ national level	A thorough knowledge of and substantial experience in the thematic area, Knowledge of public policies, Experience of managing implementation of a large program, at least at state level, experience of working with government programs, Program design skills, Strong communication skills (written and oral), Ability to work in/ with teams, and strong ability to build capacities and mentor team members/ state functionaries.	
14	District Program Manager		38	Gen-18, EBC-7, SC-6, BC-5, RCG-1, DQ Gen-1	MBA Degree from any recognized Institutes or PG Degree in Rural Management, Equivalent Degree of MBA from The Institutes yearly recognized by AICTE or other equivalent Degrees OR M.A. in Development Studies OR M.A. in Rural Studies from recognized institutes OR Degree in Civil Engineering.	5 year experience in MGNREGA Jobs	Strong Project Management/ domain Skills. Strong analytical ability and writing skills in English or Hindi.	
15	Audit Officer		3	Gen-2, EBC-1	M Com OR CA OR Two years full time Post Graduate Degree OR Two years full time PG Diploma in Management with specialization in Finance	Minimum 3 years of experience heading a function in relevant domain such as similar rural development programmes at scale	Strong Project Management/ domain Skills	
16	M&E and Learning Team	L5	3	Gen-2, EBC-1	A full time Post Graduate Degree OR full time PG Diploma in Management OR full time MSW OR Four years Graduate	At least 2 years' experience in relevant domain	Strong Project Management/ domain Skills. Strong analytical ability and writing skills in English or Hindi.	30,000/-

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					degree in Engineering, Agriculture & Allied Sciences or higher.			
17	Programme Executives	L6	7	Gen-4, EBC-1, SC-1, BC-1	Two years full time Post Graduate Degree in Management OR Two years full time P.G Diploma in Management OR Two years full time MSW OR a Four years Graduate degree in Engineering, Agriculture or Allied Sciences or higher; preferably from reputed Institutes like IIM, IIT, XLRI, XISS, IRMA, TISS, IIFM, etc.	NIL	Strong Project Management/ domain Skills. Strong analytical ability and writing skills in English or Hindi.	25,000/-
18	Accounts Officer		4	Gen-2, EBC-1, SC-1	M.Com. OR CA (Intermediate passed) who has completed 3 years of Article ship.	At least 3 years of experience in relevant domain.	Good Knowledge of Accountancy with attention to details and error free calculations	
19	IT Manager		1	GEN	Four years Graduate degree in Engineering (Specialization in IT, Computer science or E&C) OR Two years full time MCA.	Minimum 3 years of experience in IT Infrastructure Management. At least 2 years of experience of Network Administration is must. Certification in Networking.	Strong analytical ability and writing skills in English or Hindi.	
20	MIS EXPERT (STATE) + COMPUTER ENGINEER		1	GEN	Four years Graduate degree in Engineering (Specialization in IT, Computer Science or E&C) OR Two years full time MCA. OR BCA or B.Sc. (IT).	At least 2 years' experience in IT/Software with MIS related work	Strong analytical ability and writing skills in English or Hindi.	
21	STATE MIS TEAM MEMBER		15	Gen-8, EBC-3, SC-2, BC-2	Two years full time MCA OR Four years Graduate degree in Engineering	At least 2 years' experience in IT/Software with MIS related work	Strong analytical ability and writing skills in English or Hindi.	



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22	Assistant	L7	27	Gen-14, EBC-5, SC-4, BC-3, RCG-1	Post Graduate Degree with Computer Knowledge	5 years working experience in government offices as a Data Entry Operator / Executive. Assistant of Bihar Prashasnik Sudhaar Mission / Employee of MGNREGA / Data Entry Operator of BELTRON	Strong analytical ability and writing skills in English or Hindi.	15,000/-

- 1. Nationality:** The candidate must be a Citizen of India.
- 2. Age Limit:** a. The minimum age limit is 21 years and maximum age limit is 37 year on 1st January, 2014. The maximum age limit is relaxed for Scheduled Caste / Scheduled Tribe candidates up to 5 years. Extremely Backward and Backward Class applicant up to 2 years, for Woman up to 3 years and for the candidates, who are already working in State Govt. undertaking such as Board & Corporation, age limit is up to 40 years & for SC/ST 45 years.
b. No age limit for level L1 and L2.
- 3. Reservation :**
 - I. The selection process of BRDS will comply with reservation rules of Government of Bihar as applicable.
 - II. The roster policy of Government of Bihar shall be followed with regard to all posts where the number of vacancy for a specific position is more than one.
 - III. A candidate claiming reservation benefits will have to furnish Caste Certificate duly issued by the DM or SDO (Civil) of the area of his permanent residence.
 - IV. Reservation benefits will be available ONLY to the domicile residents of Bihar.
- 4. Selection Process:**

Online application in prescribed format: Only online application in prescribed format will be accepted. Candidates can apply on www.rdd.bih.nic.in and also submit some writes up related to your interest, domain and your aptitude, motivation, commitment toward our rural development services and toward empowerment of rural people. Candidates have to submit writes up on with your online application:

Short listing and Personal Interview: Only shortlisted candidates will be contacted and called for further selection process of Group Discussion and Personal Interviews.

5. Criteria for Selection of Staff:

For Level L1 to L6: Selection on the basis of



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1. Basic Qualification 2. Work Experience & 3. Personal Interview.

For Level L7: Selection based on Online Written Test

The candidates shall be selected on the basis of merit, keeping the competence requirements in view, which are broadly:

- i. **Domain / Technical Knowledge:** Knowledge of general development issues, of the domain/ area in which the staff is expected to function (e.g. engineering, agriculture, etc.)
- ii. **Personality & Attitudes:** specifically working together in teams, empathy towards the poor, etc.
- iii. **Management/ Operational Skills:** Planning, Organizing, Analyzing, Executing skills etc. for L4 and above level of employees.
- iv. **Computer Knowledge:** Knowledge of computer should be must for all level of employees and during assessment proper weightage should be given to it.
- v. **Communication & Soft Skills:** Communication skills should be given proper weightage.

Level of Vacancy	Suggested Weightage Assigned		
	L1 & L2	L3 – L6	L7
Domain / Technical Knowledge	40	40	50
Managerial/ Leadership Skills	10	10	-
Computer Knowledge	20	20	20
Communication & Soft Skills	20	20	20
Personality & Attitudes	10	10	10

6. Fees : None.

7. Last date: August 07, 2014

8. For Apply and further details visit www.rdd.bih.nic.in.

(S. M. RAJU)

SECRETARY

Rural Development Department

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Chairman, Bihar Rural Development Society
Bihar, Patna.