



**ODISHA PVTG EMPOWERMENT & LIVELIHOODS IMPROVEMENT PROGRAMME
ST & SC DEVELOPMENT DEPARTMENT
PROGRAMME MANAGEMENT UNIT**

2ND FLOOR, TDCC BUILDING, RUPALI SQUARE, BHUBANESWAR-751022



WALK-IN-INTERVIEW

EMPANELMENT OF SOCIAL MOBILISER FOR MPAs UNDER OPELIP

A walk-in-interview will be conducted for empanelment of **Social Mobiliser** to be positioned at different Micro Project Agencies under OPELIP on purely **contractual basis**. Interested eligible candidates may report at PMU, OPELIP, 2nd Floor, TDCCOL Building, Rupali Square, Bhoingar, Bhubaneswar -751022 with the prescribed filled-in application along with all original & self-attested photocopy of qualification and experience certificates for the post of Social Mobiliser **on 17th May, 2023 at 10.00 AM** for registration. The Registration time is 10.00 AM to 11.30 AM. No application shall be entertained after registration time. The prescribed application form and detailed ToR may be downloaded from our official website i.e. www.opelip.org. Programme Director, OPELIP reserves the right to accept or reject the applications without assigning any reason thereof.

Date: **08.05.2023**
Place: **Bhubaneswar.**


Programme Director

ToR for Social Mobiliser/Field Assistant under OPELIP

| Position | Job Description | Education Qualification | Age on 01.01.23 | Professional Experience | Monthly Consolidated Salary (in Rs.) |
|------------------------------------|---|--|-------------------------|--|--------------------------------------|
| Social Mobilizer / Field Assistant | <p>Mobilizing community and promoting different cadres of institutions(SHG,VDA.VDC,UG etc.) at different level</p> <p>Coordinating and supervising all activities related to training and development of Palli Sabha level committees, SHGs, and Village Volunteers</p> <p>Coordinating with the line agencies to ensure harmonization of government sponsored schemes with that of the OPELIP interventions;</p> <p>Assisting in forming and training SHGs, preparing lending procedures and policies for intra-group lending, providing equity grants linking with banks and reviewing performance in collaboration with the facilitating NGOs;</p> <p>Conducting district level workshops for bank staff, NGO officials, community leaders, lead bank staff and NABARD officials to increase the level of confidence between the tribal communities and the formal financial institutions;</p> <p>Assisting the facilitating NGOs to obtain loans from the Programme to on-lend to SHGs;</p> <p>Assisting NGOs to establish linkages with different agencies;</p> <p>Organising study tours and exposure visits for bankers and SHG members;</p> <p>Acting as nutrition focal person, and coordinating with health and ICDS for reducing malnutrition in the target communities;</p> <p>Implementing the gender strategy of OPELIP in the MPA target areas;</p> <p>Conducting various gender sensitization workshops as per the requirement of project;</p> <p>Supervising and monitoring for gender equity in all activities;</p> <p>Monitoring project activities and reporting accordingly;</p> | <p>Should be an Post Graduate in Rural Management/ Economics/ Sociology/ Social Work/Rural Development from recognized University/ institutes.</p> | <p>Maximum 45 years</p> | <p>With a minimum of 5-6 years of relevant experience in development sector. Must be a computer literate</p> | <p>20,000/-</p> |



APPLICATION FORM

| | | |
|-----------------------------|--|---|
| Position applied for | | Paste recent Passport size photograph here |
| Date of application | | |

1. Personal Details

| | | |
|--|------------------|----------------|
| Name of the Candidate (Ms/ Miss/ Mrs/ Mr) | (First Name) | (Surname) |
| Address | <u>Permanent</u> | <u>Present</u> |
| Mobile: | | |
| Telephone Residence | | |
| Telephone Office | | |
| E-mail address | | |
| Date of Birth | | |
| Age as on 01.01.2023 | | |
| Category (ST/SC/ General) | | |
| Sex: (Male/ Female) | | |

2. Education Qualification (10th Standard onwards)

| Qualification | Institution | Subjects | Year of Completion | Division/ Grade |
|---------------|-------------|----------|--------------------|--------------------|
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3. Other trainings/qualifications including relevant short training courses

| Course | Duration | Institution | Details |
|--------|----------|-------------|---------|
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4. Computer Literacy:

(Mention all software known/used)

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5. Employment / Experience Records

| Name and Address of the Employer | Designation | Period | Experience In year and Month | Brief description of duties |
|----------------------------------|-------------|--------|------------------------------|-----------------------------|
| | | | | |

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6. Language Proficiency (Please tick in the appropriate box)

| Language | Ability to Converse | | | Ability to Read | | | Ability to Write | | |
|------------------------------|---------------------|------|------|-----------------|------|------|------------------|------|------|
| | Poor | Fair | Good | Poor | Fair | Good | Poor | Fair | Good |
| English | | | | | | | | | |
| Hindi | | | | | | | | | |
| Oriya | | | | | | | | | |
| Other (Please specify _____) | | | | | | | | | |

7. Reference: (Two persons to whom you have professionally reported)

| Reference 1 | Reference 2 |
|-------------|-------------|
| | |

Declaration:

I do hereby declare that all statements made in the application form are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect at any point of time, my candidature/ appointment may be cancelled/ terminated without any further notice.

Date:

Place:

Signature of the Applicant