

## **HARYANA INSTITUTE OF RURAL DEVELOPMENT, NILOKHERI**

### **EXPRESSION OF INTEREST**

Applications are invited for the following posts on contract basis initially for one year under RGPSA Scheme of Ministry of Panchayati Raj, Govt. of India to coordinate the work of Capacity Building in DPRC at District level in the State of Haryana on Rural Development Schemes and Panchayati Raj:

<b>Sr. No.</b>	<b>Name of Post</b>	<b>No. of Posts</b>
1	District Training Coordinators	22 (01 for each District)
2	District Accounts Experts	22 (01 for each District)
3	Accountant-cum-DEO	22 (01 for each District)

The detailed information/instructions/eligibility criteria, honorarium and application proforma is available at [www.hirdnilokheri.com](http://www.hirdnilokheri.com). The hard copy of dully filled application proformas along with documents may reach Director, Haryana Institute of Rural Development (HIRD), Nilokheri, District Karnal, Haryana, Pin-132117 within 21 days of publication of this notice along with Demand Draft of Rs. 500/- in favour of Director, HIRD payable at Nilokheri. The candidates are also requested to visit Institute website regularly for updates/corrigendum/amendment, if any with respect to above advertisement.

Sd/-  
Director  
HIRD, Nilokheri

15<sup>th</sup> March, 2018

## HARYANA INSTITUTE OF RURAL DEVELOPMENT, NILOKHERI

Applications are invited for the following posts on contract basis initially for one year under RGPSA Scheme of Ministry of Panchayati Raj, Govt. of India to coordinate the work of Capacity Building at District/Block level in Haryana on Rural Development Schemes and Panchayati Raj:

Sr. No.	Name of the Post	Qualifications	Honarium (Per Month)
1	District Training Coordinators	<ul style="list-style-type: none"> <li>• Post Graduate Degree with at least 50% marks from a recognized university in the disciplines like Rural Development, Economics, Commerce, Management, Political Science, Public Administration, Sociology, Psychology, Social Work, Geography, History, Women Studies, Mass Communication, Education and in any Social Sciences or.</li> <li>• Post Graduate Diploma in Rural Development with 50% marks.</li> <li>• Basic knowledge of Computer i.e. Word, Excel, Power Point and use of Internet</li> <li>• Preference will be given to having experience of training/teaching in a Government/ Semi Government organization or any other organization of repute.</li> </ul>	30,000/-
2	District Accounts Experts	<ul style="list-style-type: none"> <li>• M.Com with at least 50% marks from a recognized University.</li> <li>• Basic knowledge of Computer i.e. Word, Excel, Power Point and use of Internet</li> <li>• Preference will be given to having experience in related field.</li> </ul>	25,000/-
3	Accountant-cum- Data Entry Operators	<ul style="list-style-type: none"> <li>• Graduate with at least 50% of marks from a recognized University/College.</li> <li>• One year diploma in Computer from a recognized Institute.</li> <li>• Preference will be given to having experience in related field.</li> </ul>	15,000/-
		<b>Age</b> <ul style="list-style-type: none"> <li>• 21-42 Years</li> </ul>	

## APPLICATION PROFORMA

Affix self  
attested  
recent  
Passport size  
photo

1. Applied for the Post of : .....
2. Name of the Applicant : .....
3. Mother's Name : .....
4. Father's Name : .....
5. Nationality : .....
6. Date of Birth : .....
7. Permanent Address : .....
- .....
- .....
- .....
8. Correspondence Address : .....
- .....
- .....
- .....
9. Mobile/Telephone : .....
10. Email ID : .....

11. Educational Qualifications (Matric onward)

Examination Passed	Subject	Marks Obtained	Total Marks	% of Marks	Year of Passing	University /Board	Remarks
Matric							
10+2							
Graduation							
Post Graduation							
M. Phil.							
Ph.D.							
Any other Course							

12. Particulars previous employment:

Name of Employer	Date of Joining	Date of leaving	Position & Nature of duties	Salary & Grade	Reasons for leaving the job, if any

13. List of Enclosures:

- |         |          |
|---------|----------|
| 1. .... | 6. ....  |
| 2. .... | 7. ....  |
| 3. .... | 8. ....  |
| 4. .... | 9. ....  |
| 5. .... | 10. .... |

**Note:** The candidate shall attach self attested copies of the document in support of their academic qualification, date of birth and experience.

**Declaration:**

I ..... hereby declare that the details/information in this application form and the particulars furnished are true to the best of my knowledge and belief. I will be responsible for any wrong/false information given above.

Date :

Place :

**(Signature of the Applicant)**