



NATIONAL RURAL RECREATION MISSION SOCIETY (NRRMS)

Email: nrrmsofficial@gmail.com | Website: www.nrrmsvacancy.in / www.nrrms.com

No: NRRMS/HR/REC_Odi-ad/09/2024-11/07

Dated 7th November 2024

ADVERTISEMENT

Online application are invited for filling up following 2300 No. of vacancies under National Rural Recreation Mission Society on its own project of Deendayal Upadhyay Rural Infrastructure Development (DDU-RID) for **Odisha** viz.~

| Sl. No. | Position | Age (years) | Level | No of Posts | Qualification and Experience | Gross Salary (Rs)PM |
|---------|--------------------------|-------------|----------|-------------|--|---------------------|
| 1 | District Project Officer | 23-43 | District | 30 | Post-Graduate degree with 1+ years/Graduate degree with 3+ years post qualification experience in social /community development sector, out of which at least 1 Year should be on relevant domain like Social Mobilization & Capacity Building, Financial Inclusion, Skill and Placement etc. will be preferable. | 35,760/- |
| 2 | Accounts Officer | 22-43 | District | 61 | Post-Graduate degree (fresh or exp)/Graduate degree with 2+ years post qualification experience in Finance/Accounts related works. Candidates having experience in working in projects/Schemes of social /community development project/B.com with working knowledge on tally will be preferable. | 31,450/- |
| 3 | Technical Assistant | 21-43 | District | 105 | Graduate (fresh or exp)/Diploma with at least 6 months DCA and proficiency in computer typing, data entry and report generation and good knowledge of MS-Office with 1+ years of post -qualification experience in MIS related works. (Preference will be given to BE/BTECH/MCA/M.Sc(IT)/BSc(IT),BCA/PGDCA ETC) | 28,750/- |
| 4 | Data Manager | 21-43 | Block | 314 | Graduate degree with proficiency in Computer typing, report generation, data entry and good knowledge of MS office + 1 year post qualification experience in MIS related works. (Preference will be given to BE/BTECH/MCA/M.Sc(IT)/BSc(IT),BCA/PGDCA ETC) | 26,350/- |



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|----|------------------------|-------|-------|-----|--|----------|
| 5 | MIS Manager | 21-43 | Block | 196 | Graduate degree with 2+ years /Diploma with 4+ years post qualification experience in report generation and good knowledge with 1+ years post qualification experience in MIS related works. (Preference will be given to BE/BTECH/MCA/MSc(IT)/BSc(IT),BCA/PGDCA ETC) | 24,650/- |
| 6 | MIS Assistant | 18-43 | Block | 302 | Graduate (fresh or exp.) Diploma with 2+ years post qualification experience and knowledge in computer Applications. (Preference will be given to BE/BTECH/MCA/MSc(IT)/BSc(IT),BCA/PGDCA ETC) | 22,650/- |
| 7 | Multi-Tasking Official | 18-43 | Block | 276 | Graduate (fresh or exp.)/10+3/10+2 with 2+ years post qualification experience and knowledge in Computer Applications. | 21,450/- |
| 8 | Computer Operator | 18-43 | GP/VP | 366 | 10+3/10+2/HS with at least 6 months Diploma in Computer Applications | 21,250/- |
| 9 | Field Coordinator | 18-43 | GP/VP | 341 | 10+3/10+2/HS with Knowledge in Computer Applications | 21,250/- |
| 10 | Facilitators | 18-43 | GP/VP | 309 | 10+3(fresh or exp)/10+2 with 1+ years post qualification experience and knowledge in Computer Applications will be preferable. | 19,750/- |

Application Fees:

1. For General /OBC/MOBC Candidates: Rs.350/- (Rupees Three hundred and fifty) only.
2. For SC/ST Candidates: Rs.250/- (Rupees two hundred and fifty) only.
3. For BPL Candidates: Rs.250/- (Rupees two hundred and fifty) only. **[(Candidate having valid BPL Certificate as prescribe should upload their scan copy of BPL Certificate as given option)
*The amount will be refunded if the candidate appears for written examination. Ration Card will not be accepted as BPL proof]



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N.B:

- ✓ All SC/ST/OBC/MOBC Applicant need to submit valid proof (i.e. CASTE CERTIFICATE SCAN COPY MANDATORY) either candidature will disqualify.
- ✓ Application Fees accepted only via ONLINE MODE through Digital or UPI mode Through BHIM/PHONEPE/GOOGLE PAY /All other Banking Apps.

Before applying candidates are advised to ensure that they fulfill the stipulated eligibility criteria. They should note that the Application fee once deposited will not be refunded or adjusted against any other project. Candidates are advised to fill in the particulars of themselves correctly in the online application form.

Terms and Conditions:

1. Read the instruction carefully, keep the data as required to proceed to apply, which is-

- Application will be accepted through ONLINE mode only. No other mode of application will be considered.
- Candidate are advised to carefully fill and verify the details filled the Online Application form.
- Scan copy of passport size photo with below 150kb in size (W=3.5cm X H=4.5cm).
- Scan copy of signature with below 50kb in size (W=7.25cm X H=1.75cm).
- Scan copy of mark sheet (which last appeared) with below 150kb in size.
- Scan copy experience certificate (if any) with below 150kb in size.
- Scan copy of caste certificate/BPL certificate (Ration Card /Special Family Identity card will not acceptable) with below 150kb in size.
 - Mandatory for all BPL Application (any category) to Upload Scan Copy of valid BPL proof (i.e BPL certificate issued by DC/DM/ADC/SDO/CO/BDO only) and
 - All Reserved (SC/ST/OBC/MOBC) applicants need to submit valid proof (i.e caste certificate scan copy mandatory) either candidature will be disqualified (below 150kb in size)

Application /Exam fees Payment will be accepted through ONLINE/UPI Mode Only.

HOW TO APPLY:

- Link for submission of online application will be available at official site i.e www.nrrmsvacancy.in from 00.00am of 11/11/2024
- Candidate are advised to visit www.nrrmsvacancy.in and select **Odisha** from dropdown.
 - *(N.B -All given posts are for **Odisha** state, Candidates from other states can apply if they can relocate to the mention state)
- Check out the advertisement no. date click "click here" which will open for instructions to filling up online application form, go through the instructions, tick the checkbox, and click "APPLY-(Click here to Apply)"



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- Candidates need to pay Application fees as prescribed after going through Payment instruction given.
- Candidate are requested to upload required documents as per prescribed format and size as mentioned.
- Candidate are advised to carefully fill and verify the details filled in the online application themselves as no change will be possible /entertained after clicking the submit button.
- Last date of submission of online application is 28/11/2024(till midnight).

Selection Procedure:

1. The applicants for the post whose applications are found in order will be shortlisted for calling for the selection test in order of merit in the ratio 1:5 i.e. 5 candidates will be called against each vacancy. If the number of candidates having the cut-off mark exceeds the ratio of 1:5, then the number of candidates to be invited for the post will be allowed to go beyond the ratio of 1:5 to the extent necessary to the nearest ratio but limited to same cut-off mark, so that no candidate with the same cut-off mark is deprived higher from appearing in the selection test. The selection test will consist of the following subjects. Test will contain both narrative and objective type questions.

| Test | Subjects | Total Mark |
|------|---|------------|
| 1 | General English, General Knowledge, Quantitative Aptitude (Written) | 150 |
| | Knowledge of Computer (Theory)(Written) | 50 |
| 2 | Computer Proficiency Test (Practical) | 50 |

Written Test & Computer Proficiency Test: - Details of admit card download, written test & Computer proficiency test will be notified at appropriate time through newspaper and website i.e., www.nrrmsvacancy.in and www.nrrms.com

2. Reservation for women and all category is as per existing Govt. rules.
3. Those candidates who qualify in the written test will be called for computer proficiency test (Practical). (The date and venue will be notified at appropriate time through newspaper and website of NRRM Society i.e., www.nrrmsvacancy.in)
4. After the written test the succeeded candidates will have to bring all original testimonials i.e., Admit Card /Certificate of HSLC Examination, Mark Sheet of qualifying Examination, Computer proficiency certificate, No Objection Certificate (for those already employed), cast certificate (in case of reserved category candidates) Valid BPL Documents (for BPL opted Candidates) and Employment Exchange Registration Card.
5. Candidates willing to apply for more than one post shall have to submit separate application form and have to pay separate application fees.
6. Initially this engagement will be for three years. Based on performance and requirement of the mission's project, contract may further be extended.



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7. In addition to the gross salary as mentioned above, selected candidates after joining will be entitled to get other allowances, benefits like Provident Fund, Medical Insurance, Group Accident Insurance and Performance linked incentives as per rules of the NRRMS. They will also be entitled to get annual increment @8% of gross salary. However, these benefits are subject to change, depending upon circumstances.
8. All position are transferable and may be posted anywhere in the state as per requirement of the Mission.
9. The short-listed candidates have to appear for written test/interview for which no TA/DA shall be payable.
10. Incomplete application shall be rejected without giving any information and only shortlisted candidates will be called for written test and /or interview.
11. Number of posts may vary depending upon budget provision in the Annual Action Plan for the year 2024-2025.
12. For any other updates, the candidates are advised to visit official website regularly.
13. Application submitted, other than the online mode, will not be considered.

Sd/-
CEO & Secretary
NRR Mission Society