

GOVERNMENT OF ARUNACHAL PRADESH

Department of Urban Affairs

ZOO ROAD, ITANAGAR



Dated Itanagar, the 7th November 2023

Walk-in-Interview

Walk-in-interview for willing and eligible candidate for the 1 (one) posts of **State Namaste Coordinator** under the project namely-“National Action for Sanitation Ecosystem (NAMASTE) Scheme” purely on contractual basis for an initial period of 2 (two) year subject to renewal annually based on performance up to the project period. The details are as follows: -

1.	Name of Post	:	State Namaste Coordinators (SNC)
2.	Education Qualification	:	Graduate or Post Graduate degree from a recognized university in Business Administration, Urban Planning, Social Work, Public Policy, Sociology, Anthropology, Commerce, Science or other related fields, with at least 55% marks.
3.	Experience	:	i. Excellent Communication (both oral and written) in English. ii. Computer proficiency in MS Office and proficiency of working on various mobile application. iii. Age between 21 years and 35 years. iv. Candidates having 2 (two) years of relevant work experience.
4.	Salary	:	State Namaste Coordinator (SNC) shall be paid monthly remuneration of ₹ 45000/- per month inclusive of applicable taxes and statutory dues.

Date of interview	:16.11.2023 at 10 AM onwards
Mode of selection	: Candidate will be selected based on walk-in-interview.
Venue	: Office of the Directorate of Urban Local Bodies, Senior Officer Flat, Tower No. 1, 6 th Floor, Room No. 23, Zoo Road, Itanagar.

Note: Candidates must bring their CV along with original documents supporting their qualifications, experience, and other testimonials during the interview. For any queries, they may send an email to gyatinibo@gmail.com. The Terms and Conditions, as well as the Scope of work for the State Namaste Coordinator, is given at Annexure-I.

16/11/2023
 Director
 Directorate of Urban Local Bodies
 Govt. of Arunachal Pradesh
 Itanagar

Annexure-I

Terms and Conditions for engagement of State NAMASTE Coordinators.

1. The SNC/PMU would work on full-time basis for the project and would not be allowed to engage themselves for any other project/work during the duration of the NAMASTE project.
2. SNC /PMU would be selected for a period of two years with a possibility of extension for one year, subject to requirement and satisfactory performance.
3. The engagement of PMU would be done by the concerned State NAMASTE Nodal Officer. The engagement would be purely project based. They will have no claim whatsoever for continuing their services in any capacity.
4. The SNC /PMU would be paid monthly remuneration of Rs. 45000/- per month inclusive of applicable taxes and statutory dues.
5. NSKFDC would make payment to the PMU upon certification of attendance and satisfactory working of PMU and submission of brief write up of works performed during the month, by the State Namaste Nodal Officer.
6. Since these PMUs would work as State Namaste Coordinators (SNCs), they would be required to travel within the State. An amount of Rs 10,000/- per month has been estimated on their TA/DA, which would be paid by NSFDC on actual basis upon furnishing the original bills/tickets at the norms fixed by NSKFDC for its Executions at E-O level.
7. PMU would be required to arrange a good working condition laptop and mobile during the period of engagement for his/her use. For this, they will not be paid any extra amount.
8. SNC/PMU will get benefit of one leave per month.
9. SNC/PMU will not be allowed to show any political affiliation during the project period. They will work without any favour with any section of the society.
10. Except with the prior written consent of NSKFDC, PMU shall not, at any time, communicate to any person or entity any confidential information acquired in the course of the Services.

Scope of Work for PMU Managers under NAMASTE

1. The proposed SNC /PMU would be called State NAMASTE Coordinator (SNC) and shall be deployed with the State Namaste Nodal Officer.
2. SNC would report the progress of implementation in the ULBs of the State assigned, to the State Namaste Nodal Officer and also assist the State Namaste Nodal Officer in coordination and regular follow up with the concerned ULBs for taking action for implementation of the Scheme.
3. SNC would report the progress periodically and as and when required during implementation of NAMASTE and any other report or information, in respect of ULBs of the assigned State, to NSKFDC in the mode as may be required and would be responsible for regular updation of MIS on the NAMASTE portal.
4. The State Namaste Nodal Officer and NSKFDC are authorized to direct the SNC to visit any District or ULBs for any work relating to implementation of NAMASTE.


Director
Deptt. of Urban Local Bodies
Govt. of Arunachal Pradesh
Itanagar