



**Govt. of Bihar**  
**SC/ST welfare Department**  
**BIHAR MAHADALIT VIKAS MISSION**  
4, Desh Ratna Marg , (4 KG ) CM Secretariat, Patna

**Bihar Mahadalit Vikas Mission is an organization formed by Government of Bihar for specific planning and development of the most deprived scheduled castes of the state. This deprived section is termed as Mahadalit. Bihar Mahadalit Vikas Mission is striving to bring a change in the lives of about 20 lakh poorest of the poor families of Bihar, spread over the entire state. Mission is formed as an independent, autonomous body under SC/ST Welfare Department, Government of Bihar and has an independent three tier implementation structure at the State, District and Block/Field Level. For more details about the Mission, Please visit [www.mahadalitmission.org](http://www.mahadalitmission.org)**

To add to our team of committed professionals, we seek vibrant and dynamic individuals who are looking to make a difference in the lives of deprived sections of the state of Bihar. We offer them challenges to match their potential and promise a working environment which encourages creativity and rewards for performance. Vacancies are open for following District Level Positions :-

**APPLY ONLINE ONLY**

1. **District Project Officer – (Unreserved – 19, Extremely Backward Class- 7, SC-6, BC-5, Woman of Backward Class-1 )** As the leader of the team at District level, working under State Mission Office, you will be responsible for execution and monitoring of all project activities in the District Mission Office and guide the Block units under the Mission to deliver quality results. You would also develop strategies to build a common vision of Project across the staff and provide inputs towards bringing synergy in different initiatives of the project. You should have worked in development sector dealing with issues of poverty eradication as well as upliftment of the marginalized section of the society. You should have a Post Graduate Degree or Post Graduate Diploma in Management, Rural management, Social Science, Social Work, Mass Communication with one year experience or a graduate with 4 years experience in relevant field. The gross monthly remuneration is Rs. 15,000 – 20,000 (consolidated)
2. **Accountant (District Mission office) – (Unreserved – 19, Extremely Backward Class- 7, SC-6, BC-5, Woman of Backward Class-1 )** – You should have worked in book- keeping and accounts related job with reputed institutions, Government programmes/project or NGOs. Knowledge of working on computer and operating Tally or any other double entry accounting Software will be essential. You will be working under the guidance of DISTRICT PROJECT OFFICER and responsible to look after all accounts related work, preparing periodic financial reports, utility reports and operationalise prudent financial norms within office. You should have graduate degree in commerce with some relevant experience or other equivalent qualification from recognized university. The gross monthly remuneration is Rs. 8,000 (consolidated)
3. **Assistant Cum Data Entry Operator (District Level) - (Unreserved – 38, Extremely Backward Class- 14, SC-12, BC-9, Woman of Backward Class-2 , ST-1 ) – He/She** has to assist DISTRICT PROJECT OFFICER in office work at District Level. You should have Graduate Degree with Diploma or Advance Diploma in Computer Application with relevant experience. Excellent knowledge of working on computer with MS office environment will be must. You should also possess good writing and typing skill in both Hindi and English. The gross monthly remuneration is Rs. 5,000 (consolidated)
4. **Store Keeper(District Level) - (Unreserved – 19, Extremely Backward Class- 7, SC-6, BC-5, Woman of Backward Class-1 )** - You should have worked in extending secretarial assistance and managing communication, office record keeping, compiling of project information and maintaining records related with programme, administrative and HRD affairs in reputed institutions/ government programme/development project or NGO. You should have completed a graduate degree in any discipline with some relevant experience. The gross monthly remuneration is Rs. 5,000 (consolidated)

**General Terms & Conditions: (All Positions)**

- Candidates applying for any of the above posts under age of 45 years will be preferred.
- Candidates with empathy and zeal to work for the weaker sections will be preferred.
- Proficiency in computers and command on MS Office is essential for all positions.
- Reservation Policy of Govt. of Bihar will be applicable. As per the criteria 3% post shall be reserved for physically challenged. Reservation benefits will only be available to the domiciled residents of Bihar.
- All Positions are **offered on a contract basis for a period of three years**, renewable based on review of performance.
- Remuneration would be fixed based on qualification and years of experience.
- Selected candidate will be appointed anywhere in Bihar.

- Only online application will be accepted.
- Extensive field visit is required for DISTRICT PROJECT OFFICER .
- No TA/DA will be given for attending exam for appearing in selection process at any stage.
- No application will be accepted without application fee.
- Original bank draft (Application fee) drawn on any nationalized bank and payable at Patna favouring “Bihar Mahadalit Vikas Mission” should be sent along with printout of generated output after online filling of the application.
- The name of the post applied for and category must be mentioned on the top of the envelop.

**Examination Fee**

**DISTRICT PROJECT OFFICER – Rs.300 for General/ Extremely Backward Class / Backward Class / Woman of Backward Class and Rs. 200 for SC/ST**

**Accountant– Rs. 200 for General/ Extremely Backward Class / Backward Class / Woman of Backward Class and Rs. 100 for SC/ST**

**For Rest of the Posts – Rs. 150 for for General/ Extremely Backward Class / Backward Class / Woman of Backward Class and NO FEE for SC/ST .**

**Selection Process**

- There will be three tier selection process comprising of Written test (Multiple choice question of General Studies & Development studies) , Power Point Presentation, Personal Interview for DISTRICT PROJECT OFFICER .
- Two tier selection process comprising of Written test (Multiple choice question of General Studies & Development studies) & Personal Interview (for Accountant) / test of computer including typing (for rest of the posts),
- Nearly 6 times result will be published after Written test, 3 times after Power Point Presentation for DISTRICT PROJECT OFFICER
- For rest of the post nearly 3 times result will be published after Written test.
- Written examination weights 70 %, Power Point Presentation weights 15 % & Personal Interview, weights 15 % for the selection process of DISTRICT PROJECT OFFICER.
- Written examination weights 80 %, Personal Interview (for Accountant) / test of computer including typing (for rest of the posts) weights 20 % for two tier examination.
- Legal action will be taken to the candidate who found to be involved at any unfair means at any stage.

*Applying for the Post* visit <http://mahadalitmission.org> and **apply online from the day of advertisement before 5.00 PM, 04/09/10**. After applying take printout of the application and send it with Demand Draft of desired fee by Speed Post / Registered Post only **to The MISSION DIRECTOR, BIHAR MAHADALIT VIKAS MISSION, CM Secretariat, 4 Desh Ratna Marg (4 KG), Patna before 05.00PM ,06/09/2010**.

Short listed applications and dates of selection tests etc would be posted on the above mentioned website. Candidates are requested to check the website periodically for lists and other announcements. The State Mission Office reserves the right to cancel any or all the position mentioned.

Mission Director