

About the Organisation: Govindalaya is a 10 years old registered Public Trust with a team of 25 persons from different background, working in Page 1 of 2n Nabarangpur District. Google / YouTube / Facebook search with key words “Govindalaya, Nabarangpur” will get you substantial information about this organisation. Profiles can be emailed at contact.govindalaya@gmail.com

Datelines

Submission of CV: 25th of July 2022 along with Experience & LPC (Last Pay Certificate), DL & RC (wherever applicable).
Interviews on Video Call: between 26th July & 3rd August 2022
Document Verification & Joining: between 3rd & 10th August 2022
Place of Posting: **Nabarangpur (Odisha)**. Outsiders will be given accommodation or accommodation allowance as per rank.
Share CVs through contact.govindalaya@gmail.com, govindalaya.centreinc@gmail.com, govindalaya.ed@gmail.com OR
WhatsApp only through: 9556586011 & 9090683744
Note: Pay fixation shall be done on confirmation.

Vacancy position	Job Description	Project	Eligibility	Pay during probation	Parameters for performance appraisal
8 Nos. of Assistant positions	Record keeper – 2 Nos.	Govt. of Odisha Project ANWESHA programme.	+2 and above. Good Computer knowledge & email management.	5000–500–7500	Listen to understand - not to reply: Accuracy in job-role performance drill; and in time problem sharing.
	Community Resource Person (CRP) – 6 Nos.	Govt. of Odisha Projects ✓ Odisha Millet Mission ✓ Crop Diversification Programme (CDP) ✓ RKVY / QPM project	10 th & above. Own Bike with DL. Willing to work in villages with Community. Job involves travel.	Experience will be additionally rewarded.	
8 Nos. of Jr. Manager	Live Stock Assistant – 2 Nos.	Govt. of Odisha supported GoShala Programme	Diploma in Livestock Management with minimum 1 year experience in Livestock management or allied sector	8000–600–12800	Writing notes, Care for colleagues, Planning inputs, in time Report and Returns.
	Horticulture Demonstrator / Mali – 2 Nos.	Govt. of Odisha Projects RKVY / QPM project	Diploma in Horticulture with minimum 1 year experience in farm management or allied sector		

	Driver for Ambulance & Dead Body Career- 2 Nos.	CSR funded Project Health Emergency Response Systems	2 years' experience in organisational work. Own Bike with LMV Driving license. Willing to work 24X7		
	Public Relation & Marketing - 2 Nos.	CSR funded Project Learning & Awareness Centre	2 years' experience in Govt. Relations / Public Relations / Marketing. Own Bike with DL		
Asst. Manager	CEO of FPO - 2 Nos.	Govt. of Odisha Projects Odisha Millet Mission	MSW / MBA in rural marketing with 2 years' experience. Own Bike with DL	15000-1500-21000	Decision Support Services (DSS), Opportunity hunting, Training, Monitoring, Target achievement, Structured Thinking, Analysis of Risk and Reward for the organization; and Proposal Writing.
	Block Coordinator - 2 Nos.	Odisha Millet Mission	MSW / MBA in rural marketing with 2 years' experience. Own Bike with DL		
	Education Coordinator / Assessor - 3 Nos.	Govt. of Odisha Projects ANWESHA programme	M.Ed. or B.Ed. Pass out on or before 2019.		
Manager	Manager (Institution & Govt. Relations)	For projects mentioned above	Retired professionals (preferably in education sector) with minimum 1 year experience in Govt. Project / liaisoning work	18000-2500-30000	Goal Setting Support (GSS), Creation of better Eco Systems and Management Practices, Financial Planning, Structural Changes and Policy inputs, Optimum utilization of resources available within and beyond.

Memo No:- GOV/AA/A/84/2022 Copy submitted to the DIO, NIC, Collectorate with request to display the advertisement on notice board/website; and to the PD, DRDA, District Employment Officer, DWO, Chief District Agriculture Officer, CDVO, DDH, Nabarangpur District for favor of information.

Padmalaya Tripathy
CHIEF OPERATING OFFICER (COO)
GOVINDALAYA
 Chief Operating Officer
 Govindalaya