



**SAMPUSHTA KERALAM - KERALA STATE NUTRITION MISSION  
DEPARTMENT OF WOMEN & CHILD DEVELOPMENT.**

*(Government of Kerala)*



No.WCD/NNM1/9989/2018

12.06.2020

**NOTIFICATION**

Applications are invited from qualified and competent candidates for appointment to various posts (*details of the posts given in table 1 below*), **on contract basis for a period of one year** for a Government of India assisted project implemented by the State Government for the improvement of the nutritional status of the target group. Interested candidates may apply via **ONLINE** mode only by filling the prescribed application form given in the website of Department of WCD,GoK ([www.wcd.kerala.gov.in/careers](http://www.wcd.kerala.gov.in/careers)). The online application submission link will open on **15.06.2020 (10.00 am)**. The last date for submitting the online application will be **30.06.2020 (05.00 pm)**.

***Note: Candidates will have to attach their passport size photograph (taken within six months), signature and copies of certificates proving qualification and experience while submitting the application. The copies of certificates shall be either in JPEG format or in PDF format, and shall not exceed 3 MB in size.***

## DETAILS OF POSTS

The details regarding the qualification and experience required, number of vacancies at SPMU, remuneration, etc., are given in the table below. **Candidates are advised to note that only post qualification work experience of the candidates from reputed/established organizations until 01.01.2020 will be considered.**

### State Project Management Unit (Thiruvananthapuram)

Code No.	Position	Qualification	Experience	Age limit (as on 01/01/2020)	Remuneration (in Rs. per month)
1	Consultant <b>(Financial Management)</b>  (No. of posts - 01)	i. CA/CS/CMA (CWA) or MBA (Finance) from reputed institution with at least 55 % marks. ii. Expertise in MS Office including Word, Excel and PowerPoint. iii. Expertise in double entry book keeping. Knowledge in accounting packages such as Tally.  (or) Government employees retired as Under Secretary(Pay Level-11) or equivalent with at least 5 years' experience of financial management /budget/Government treasury accounting.	<b><u>Essential</u></b> i. At least 3 years' post qualification experience out of which 1 year preferably in Government/ PSU/International Donor agencies. ii. Exposure to budgeting, audit and treasury functions. iii. Knowledge of state budgetary, treasury and finance rules.  <b><u>Desirable</u></b> i. 5 years of experience in finance management. ii. In-depth knowledge and expertise in financial management, internal controls/systems development & implementation, government treasury accounting, auditing & reporting, taxation, general management and ability to resolve problems or situations that requires the exercising of good judgement.	40 years (Upper age limit 62 Years for retired hands)	Rs. 60,000/-  Annual increase @ 3% of remuneration, subject to performance of the Consultant.

Code No.	Position	Qualification	Experience	Age limit (as on 01/01/2020)	Remuneration (in Rs. per month)
2	Consultant <b>(Procurement)</b>  (No. of posts - 01)	PG degree/Diploma in Supply Chain Management with MBA/MBA with specialization in Operations/Supply Chain Management. i. Problem solving skills. ii. Good oral and written communication skills in local language. iii. Computer literacy a must.  (or)  Government employee retired as Under Secretary (Pay Level-11) or equivalent with at least five years' experience in procurement.	<b><u>Essential</u></b> i. At least 4 years' experience in supply chain management and procurement planning. ii. Experience of working with frontline workers of Government Department and training on IT/Mobiles/Computer. iii. Should have exposure in procurement practices in Government of Kerala  <b><u>Desirable</u></b> i. 5 years' experience in working on technology and software application support. ii. Proven ability to successfully handle multiple tasks, specially IT and Supply Chain Management, within a team with attention to detail.	40 years (Upper age limit 62 Years for retired hands)	Rs. 60,000/-  Annual increase @ 3% of remuneration granted, subject to performance of the Consultant.

Note:

- The selection procedure may consist of written examination for shortlisted, if substantial applications for any posts are received.
- The Degree/PG Degree/Diploma acquired through regular class room teaching alone will be acceptable. Those acquired through correspondence/contact classes etc., will be rejected. The degrees should be from a recognized University.
- The experience certificate issued by private firms/organizations/NGOs should be supported by the details of salary drawn through banks for the first and last months when the candidate was engaged by the organization.
- The document in original has to be produced at the time of interview of those candidates called for Interview/Group Discussion.
- No TA/DA shall be paid for written test/interview/GD.
- Admittance to various stages of the recruitment will be provisional only, and will not confer any claim unless various other conditions of selection processes are satisfied. Detailed scrutiny of the applications/credentials will be conducted before interview/appointment. Any discrepancy found during the detailed scrutiny will result in the rejection of the candidature.
- Candidates' previous experience in Government/Government's Social/Other Projects is essential.
- Candidates who are willing to travel extensively and work late hours need only apply for the above posts.
- Candidates should have good written and oral communication skills in English, Malayalam and Local Languages in the project area.

- Department of Women & Child Development, Government of Kerala reserves the right to shortlist only a limited number of candidates for test/group discussion/interview, as the case may be for the post, based on marks secured in their qualifying examination and experience. The conversion of grade/CGPA to percentage should be based on the procedure certified by the University from where they have obtained the degree. The onus of proving the conversion from grade/CGPA to percentage of marks would rest with the candidate.
- Canvassing in any form will lead to disqualification. In the event of any information provided by the candidate being found false or incorrect at any stage, their candidature/appointment is liable to be cancelled/terminated without any notice. Department of Women and Child Development, Government of Kerala reserves the right to fill or not fill the post advertised.
- Selected Candidates will have to undergo periodic performance appraisal/evaluation by an external agency and the service of candidates who fail to meet the desired performance level shall be terminated at any stage during the contract period.
- Candidates are advised to note that only post qualification work experience of the candidates from reputed/established organizations until 31/01/2020 will be considered.
- **Engagement of Retired Government employee:** In case of retired Government employees engaged as Consultant, the remuneration of such Consultant may be fixed in manner so as to ensure that the pension being drawn by such officers/employees and the remuneration payable, taken together, shall not exceed the quantum of last pay drawn.

Sd/-  
DIRECTOR  
DWCD