

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

Job Description of General Manager

1. Microfinance & Financial Inclusion

Designation	General Manager
Level	Top Management
Vertical	Microfinance & Financial Inclusion (MF & FI)
Administrative & Functional Reporting to	Managing Director, Jt. Managing Director, Any Other Official designated by MD
Position	01
Place of Posting	Head Office, GLPC Ltd.
Qualification	MBA/PGDM (2 years) in Finance/Banking & Finance from a recognized University
Experience	<ul style="list-style-type: none">• 12 years and above relevant to the post out of which last 5 years in Micro-finance/ Rural finance/ Banking/ Financial Institutions/ Co-operative Banking• S/he should have experience of working at the senior management level on the SHGs/federations/SHG- Bank linkage model related to community institution model.• S/he should also have effective training skill and have experience of designing and implementing capacity building to community institutions• Out of the above total experience, Minimum 3 years of the experience should be in Govt./Semi Govt. Companies, Institutions, Boards, Societies, Agencies, Corporations.
Other Requirements	Strong Communication and Documentation skills in English, Knowledge of Hindi and Gujarati is essential Experience in Govt. Sector (PSU), Social Sector will be preferred.

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

Age Limit	Max 45 years, relaxable by 5 years for Reserved Candidate
Compensation	Upto Rs 60000/per month (commensurate with experience and Company's Policies)
Role & Responsibility	<p>General Manager will be responsible to provide directions, guidance and support to a team consisting of Project Manager (MF&FI), District Livelihood Managers, Assistant Project Manager- State (MF & FI), District Assistant Project Manager (MF&FI), Advisors, Consultants, Retired Bankers.</p> <p>Broad Area of Work:</p> <ul style="list-style-type: none">• Implementation of the MOU signed between GLPC and (State Level Banking Committee) SLBC on credit linkage of Sakhi-Mandalas/SHGs• Developing the Institutional framework for linking of all eligible SHGs/Sakhi Mandals with Bank Finance• Coordination with SLBC/NABARD/RBI/Banks and other concerned agencies.• Review/Updation of Guideline on grading and credit linkage of SHGs by Banks as and when felt necessary.• Review/Updation of Guideline on Interest Subsidy Scheme for Women SHGs as and when felt necessary.• Developing and Implementing the Institutional framework for Issue of Artisan Credit Card and other Credit Cards for the targeted Clientele such as Kishan Credit Cards etc. within the framework of the policy of the company.• Coordinating with all the other concerned verticals of the company in which Institutional Finance is involved for the implementation of Livelihood Programmes.• Representing GLPC in various meetings/Forums as and when necessary.• Follow up, Monitoring and review of the progress on credit Linkages under the various programmes of NRLM.• Attending to the Correspondence emanating from various departments/ agencies/organizations on a day to day basis.

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

	<ul style="list-style-type: none">• Provide Input in formulation of policies of the company in specific area of vertical.• Assist in Business promotion plan of the Company.• Develop network of and partnership with similar Institutions and financial Institutions/donor agencies.• Build partnership and linkages with private sector, civil society organizations, banks and other stakeholders as per the requirement of the vertical.• Oversee and supervise the progress in activities of these projects, ensure performance of the team with assistance of Project Manager and Assistant Project Manager.• Attending to the matters of Regional Rural banks.• Report as and when required to the Board of Directors.• Any other duties as assigned by the managing Director GLPC from time to time.• Financial Inclusion• Fulfil requirements of NRLM Delhi team• SHG mapping in online system for easy process of bank loan• Any work as and when required
--	---

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

2. Human Resource & Admin

Designation	General Manager
Level	Top Management
Vertical	Human Resource & Admin
Administrative & Functional Reporting to	Managing Director, Jt. Managing Director, Any Other Official designated by MD
Position	01
Place of Posting	Head Office, GLPC Ltd.
Qualification	Post Graduate degree/2 year PG Diploma in HR, Social Work from a Nationally Reputed Institute
Experience	<ul style="list-style-type: none">• 10 Years and above relevant to the post• Out of the above total experience, Minimum 3 years of the experience should be in Govt./Semi Govt. Companies, Institutions, Boards, Societies, Agencies, Corporations.
Other Requirements	Strong Communication and Documentation skills in English, Knowledge of Hindi and Gujarati is essential Experience in Govt. Sector (PSU), Social Sector will be preferred.
Age Limit	Max 45 years, relaxable by 5 years for Reserved Candidate
Compensation	Upto Rs 60000/per month (commensurate with experience and Company's Policies)
Role & Responsibility	General Manager will be responsible to provide directions, guidance and support to a team consisting of State Project Manager, District Livelihood Managers, State Assistant Project Manager, Taluka Staff etc. Broad Area of Work: HR Activities

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

- **Recruitment:** Recruitment for positions at State, District, Bloc and Cluster through an external Recruitment Agency
 - **Job Descriptions and Job Specifications:** Designing Job Descriptions across all levels and for all Verticals for PMS, TNA & CB Needs
 - **Induction and Orientation**
 - **Govt. Procedure Training:** Knowledge about Govt. Systems, procedures and protocols.
 - **Skill Gap Analysis:** Carry out skill Gap Analysis by development of Skill Mapping format for identifying next phase of training needs.
 - **Capacity Building:** Develop Training Plan and Training Calendar for the employees based on Skill Map Analysis for the phase wise development of Training Modules and continuous process of Capacity Building.
 - **Annual Performance Appraisal:** Design and Develop formats for Annual Performance Appraisal for the GLPC employees.
 - **Policies:** Policies related to Compensation, Transfer, Promotion, Interns, Short Term Consultants, Grievance Redressal and Exit
 - **Development of HR Policy & Manuals:** Development of a uniform and comprehensive HR Policy by the development of Human Resource, Capacity Building and Performance Appraisal & Incentive Manual
 - **Employees Empowerment, Employee Engagement, Employee Retention**
 - **Entire HR Generalist Profile**
- Admin Activities**
- **Administrative Support:** Provision of adequate Human Resource, Office utilities, Logistics arrangements, Facilities maintenance, Tackling all disciplinary issues with suitable action , Conduct of Timely Meetings, Vendor Management, issuing of necessary Orders, Circulars & Notices, Monitoring the work of outsourced staff

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

	<ul style="list-style-type: none">• Record Management: Maintenance of Company Records (Certificate of Incorporation, MOA, AOA, Share Certificates, Board Meeting Minutes), chronological records with segregation and grading of top priority correspondences, Classification of Files, Documentation, Archives etc.• Liaison and Coordination: Liaison with Govt. Departments and Ministry for the compilation, circulation and dissemination of required information. <p>Other Activities as and when required</p> <ul style="list-style-type: none">• Statutory Compliances under Companies Act, 1956: This includes preparation of Agenda for timely conduct of Board Meetings, Audit Committee Meeting, Annual General Meeting of the Shareholders etc. Compilation of Minutes and its circulation for approval and further necessary action• Annual Action Plan: Preparation of Annual Action Plan with Physical & Financial targets specifying tasks, timelines, procedures, budget allocation & outcomes for HR & Admin• Tender Documents : Finalization of tender documents with detailed TOR and scope of work for hiring of organization for services through competitive bidding• Legal issues: Handling legal cases being the Nodal Legal officer• Any other task as and when required
--	---

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

Job Description of Project Manager

3. Livelihood Promotion [Farm] – Agriculture & Agro based sector, Animal Husbandry & Dairy Sector

Designation	Project Manager
Level	Middle Management
Vertical	Livelihood Promotion (Farm) - Agriculture & AHD
Administrative & Functional Reporting to	Managing Director, Jt. Managing Director, GM- Livelihood Promotion (Farm) - Agriculture & AHD/Any Other Official designated by MD
Position	01
Place of Posting	Head Office, GLPC Ltd.
Qualification	Bachelor Degree in Agriculture/Horticulture/Animal Husbandry with Post-Graduate in Management/ Agriculture/ Horticulture/Animal Husbandry/ Agri- Business Management/Social Work/Rural Studies from a recognized University
Experience	<ul style="list-style-type: none">• 5 years and above relevant to the post out of which 3 years in livelihoods promotion projects and have experience of working with community institutions, their federations and producers' group on livelihoods issues• S/he should possess strong skill in analyzing value chain and visualizing viable business plan for poor to support their livelihoods.• Out of the above total experience, Minimum 3 years of the experience should be in Govt./Semi Govt. Companies, Institutions, Boards, Societies, Agencies, Corporations.

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

Other Requirements	S/he should have good communication skill (both oral and writing) in English and Gujarati. Knowledge of Hindi is desirable, Operational proficiency in MS Office, Internet, etc Experience in Govt. Sector (PSU), Social Sector will be preferred
Age Limit	Max 35 years, relaxable by 5 years for Reserved Candidate
Compensation	Upto Rs 40000/per month (commensurate with experience and Company's Policies)
Role & Responsibility	<p>Project Manager (AHD) in consultation with the GM- Farm Livelihoods, will be responsible to provide directions, guidance and support to a team consisting of District Livelihood Managers, State/District Assistant Project Manager, Taluka Staff, Project Implementing Agencies (PIAs) etc</p> <p>Broad Area of Work:</p> <ul style="list-style-type: none">• Preparation of Annual Action Plan with Physical & Financial targets specifying tasks, timelines, procedures, budget allocation & outcomes for Animal Husbandry & Dairy Sector• Providing inputs in formulation of policies of the company in specific thematic area/vertical.• Develop network of and partnership with similar institutions and financial institutions for implementation of policies.• Portfolio management of subsectors and quality management of the work.• Managing entire pool of vertical Team – State APM, District APMs & Block level Domain Experts• Conceptualize and develop livelihood generation strategies with plans for fund mobilization and road maps for implementation• Executing the strategies and project by focused pilots and surveys in initial phase of the project.

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

	<ul style="list-style-type: none">• Monitor the affectivity of the policies and projects.• Clearing doubts regarding new concepts and policies and smoothening the understanding of the team.• Ensuring the market linkage for the vertical's projects on case to case basis.• By actively participating in initial phase/pilots of the project to provide hands on support to implementation team• Determine the frequency and content of status report from project team; analyze results and troubleshooting the problem area.• Coach, Mentor, Motivate and supervise project team members and influence them to take positive action and accountability for their assigned work.• Oversee and supervise the progress and activities of projects, ensure performance of project team.• Assigning the job responsibilities to project team and ensuring the execution of the team.• Determining the success parameters and supervise the team to achieve it.• Manage cost and effectiveness on expenditure incurred in the operational area.• Assist in livelihood promotion and other plans of the company,• Help building partnership and linkages with private sector, civil society organizations, banks and other stake holders as per the requirement of the vertical.• Work in close coordination with concerned General Manager and other sector experts.• Bring in team spirit among members• Any other task assigned by reporting officer
--	---

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

Job Description of Project Manager

4. Livelihood Promotion [Farm] – Horticulture

Designation	Project Manager
Level	Middle Management
Vertical	Livelihood Promotion (Farm) - Horticulture
Administrative & Functional Reporting to	Managing Director, Jt. Managing Director, GM- Livelihood Promotion (Farm) - Agriculture & AHD/Any Other Official designated by MD
Position	01
Place of Posting	Head Office, GLPC Ltd.
Qualification	Bachelor Degree in Agriculture/Horticulture/Animal Husbandry with Post-Graduate in Management/ Agriculture/ Horticulture/Animal Husbandry/ Agri- Business Management/Social Work/Rural Studies from a recognized University
Experience	<ul style="list-style-type: none">• 5 years and above relevant to the post out of which 3 years in livelihoods promotion projects and have experience of working with community institutions, their federations and producers' group on livelihoods issues• S/he should possess strong skill in analyzing value chain and visualizing viable business plan for poor to support their livelihoods.• Out of the above total experience, Minimum 3 years of the experience should be in Govt./Semi Govt. Companies, Institutions, Boards, Societies, Agencies, Corporations.

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

Other Requirements	S/he should have good communication skill (both oral and writing) in English and Gujarati. Knowledge of Hindi is desirable, Operational proficiency in MS Office, Internet, etc Experience in Govt. Sector (PSU), Social Sector will be preferred
Age Limit	Max 35 years, relaxable by 5 years for Reserved Candidate
Compensation	Upto Rs 40000/per month (commensurate with experience and Company's Policies)
Role & Responsibility	<p>Project Manager (AHD) in consultation with the GM- Farm Livelihoods, will be responsible to provide directions, guidance and support to a team consisting of District Livelihood Managers, State/District Assistant Project Manager, Taluka Staff, Project Implementing Agencies (PIAs) etc</p> <p>Broad Area of Work:</p> <ul style="list-style-type: none">• Preparation of Annual Action Plan with Physical & Financial targets specifying tasks, timelines, procedures, budget allocation & outcomes for Animal Husbandry & Dairy Sector• Providing inputs in formulation of policies of the company in specific thematic area/vertical.• Develop network of and partnership with similar institutions and financial institutions for implementation of policies.• Portfolio management of subsectors and quality management of the work.• Managing entire pool of vertical Team – State APM, District APMs & Block level Domain Experts• Conceptualize and develop livelihood generation strategies with plans for fund mobilization and road maps for implementation• Executing the strategies and project by focused pilots and surveys in initial phase of the project.

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

	<ul style="list-style-type: none">• Monitor the affectivity of the policies and projects.• Clearing doubts regarding new concepts and policies and smoothening the understanding of the team.• Ensuring the market linkage for the vertical's projects on case to case basis.• By actively participating in initial phase/pilots of the project to provide hands on support to implementation team• Determine the frequency and content of status report from project team; analyze results and troubleshooting the problem area.• Coach, Mentor, Motivate and supervise project team members and influence them to take positive action and accountability for their assigned work.• Oversee and supervise the progress and activities of projects, ensure performance of project team.• Assigning the job responsibilities to project team and ensuring the execution of the team.• Determining the success parameters and supervise the team to achieve it.• Manage cost and effectiveness on expenditure incurred in the operational area.• Assist in livelihood promotion and other plans of the company,• Help building partnership and linkages with private sector, civil society organizations, banks and other stake holders as per the requirement of the vertical.• Work in close coordination with concerned General Manager and other sector experts.• Bring in team spirit among members• Any other task assigned by reporting officer
--	---

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

Job Description of Project Manager

5. Microfinance & Finance Inclusion

Designation	Project Manager
Level	Middle Management
Vertical	Microfinance & Finance Inclusion
Administrative & Functional Reporting to	Managing Director, Jt. Managing Director, GM-MF&FI/ Any Other Official designated by MD
Position	01
Place of Posting	Head Office, GLPC Ltd.
Qualification	MBA/PGDBM(2 years) in Finance/Banking from a recognized University
Experience	<ul style="list-style-type: none">• 5 years and above relevant to the post in Micro-finance/Rural finance/Banking/ Financial Institutions/Co-operative Banking• S/he should have experience of working at the middle management level on the SHGs/federations/SHG- Bank linkage model related to community institution model.• Out of the above total experience, Minimum 3 years of the experience should be in Govt./Semi Govt. Companies, Institutions, Boards, Societies, Agencies, Corporations.
Other Requirements	S/he should have good communication skill (both oral and writing) in English and Gujarati. Knowledge of Hindi is desirable, Operational proficiency in MS Office, Internet, etc Experience in Govt. Sector (PSU), Social Sector will be preferred
Age Limit	Max 35 years, relaxable by 5 years for Reserved Candidate

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

Compensation	Upto Rs 40000/per month (commensurate with experience and Company's Policies)
Role & Responsibility	<p>Project Manager (MF&FI) in consultation with the GM-MF&FI, will be responsible to provide directions, guidance and support to a team consisting of District Livelihood Managers, State/District Assistant Project Manager, Taluka Staff, Project Implementing Agencies (PIAs) etc.</p> <p>Broad Area of Work:</p> <ul style="list-style-type: none">• Implementation of the MOU signed between GLPC and (State Level Banking Committee) SLBC on credit linkage of Sakhi-Mandalas/SHGs• Preparation of Annual Action Plan with Physical & Financial targets specifying tasks, timelines, procedures, budget allocation & outcomes for MF&FI• Developing the Institutional framework for linking of all eligible SHGs/Sakhi Mandals with Bank Finance• Coordination with SLBC/NABARD/RBI/Banks and other concerned agencies.• Review/Updation of Guideline on grading and credit linkage of SHGs by Banks as and when felt necessary.• Review/Updation of Guideline on Interest Subsidy Scheme for Women SHGs as and when felt necessary.• Developing and Implementing the Institutional framework for Issue of Artisan Credit Card and other Credit Cards for the targeted Clientele such as Kishan Credit Cards etc. within the framework of the policy of the company.• Coordinating with all the other concerned verticals of the company in which Institutional Finance is involved for the implementation of Livelihood Programmes.• Representing GLPC in various meetings/Forums as and when necessary.

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

	<ul style="list-style-type: none">• Follow up, Monitoring and review of the progress on credit Linkages under the various programmes of NRLM.• Attending to the Correspondence emanating from various departments/ agencies/organizations on a day to day basis.• Provide Input in formulation of policies of the company in specific area of vertical.• Assist in Business promotion plan of the Company.• Develop network of and partnership with similar Institutions and financial Institutions/donor agencies.• Build partnership and linkages with private sector, civil society organizations, banks and other stakeholders as per the requirement of the vertical.• Oversee and supervise the progress in activities of these projects, ensure performance of the team with assistance of Project Manager and Assistant Project Manager.• Attending to the matters of Regional Rural banks.• Report as and when required to the Board of Directors.• Any other duties as assigned by the managing Director GLPC from time to time.• Financial Inclusion• Fulfil requirements of NRLM Delhi team• SHG mapping in online system for easy process of bank loan• Any other task assigned by reporting officer
--	--

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

6. MIS & IT and System Management

Designation	Project Manager
Level	Middle Management
Vertical	MIS & IT and System Management
Administrative & Functional Reporting to	Managing Director, Jt. Managing Director, General Manager – MIS & IT /any other official designated by MD
Position	01
Place of Posting	Head Office, GLPC Ltd.
Qualification	B.E/B.Tech/MCA/M.Sc. IT or MSc Computer Science from a recognized University
Experience	5 years of overall experience in handling various e-governance projects AND Out of the above total experience, minimum 3 years of the experience should be in Govt./Semi-Govt. Companies, Institution, Boards, Societies, Agencies, Corporation, etc
Other Requirements	Spoken, reading & written fluency in English & Gujarati is essential. Knowledge of Hindi is desirable Operational proficiency in MS Office, Internet, etc
Age Limit	Max 35 years on the date of advertisement
Compensation	Upto Rs 40000/per month (commensurate with experience and Company's Policies)
Role & Responsibility	State Project Manager – IT&MIS in consultation with the GM-IT&MIS, will be responsible to provide directions, guidance and support to a team consisting of District Livelihood Managers, State/District Assistant Project

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

Manager, Taluka Staff, Project Implementing Agencies (PIAs) etc

Broad Area of Work

- Hardware software vendor coordination, define contract terms for software hardware, network and website development contract, scope and involve and process IT related procurement and tender
- Identifying the appropriate hardware and software vendors
- Under the guidance of GM IT prepare IT budget and action plan for Organization
- Coordination with agencies like GIL, GIPL, DGS&D, NIC etc for hardware, software and other IT services.
- Managing Annual Maintenance / service contracts and warranty.
- Procuring and managing software licenses and ensuring compliance.
- Designs, implements, and evaluates the systems that support end users in the productive use of computer hardware and software.
- Ensure License software and OEM hardware in organization.
- Assist GM in making procurement decisions regarding the right technology, negotiating price, quality and features
- Assist GM to define and implement organization's IT policy & strategy
- Assist GM to define and implement IT Security policy
- Guide and support HO and District team for proper implementation of IT and MIS related activities
- Process computer, server and peripheral parts maintenance and replacement demands
- Maintain IT infrastructure Inventory and create plans for future new technology requirements

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

	<ul style="list-style-type: none">• Identify the processes that require computerization or reengineering and initiate software development projects in house or with the help of software vendor.• Develop new and practical programs to improve databases and other information systems• Need based software development. Act as interface between software developer and management/user team throughout project life cycle• Designs and maintain technical and project documentation.• Coordination and working on technical aspects of NRLM web based MIS with GOI Rural Development Department appointed software development agency.• Regular updating of organization website content and provide technical inputs to improve website• Develop and Maintain Intranet and web based application• Trouble shooting and maintenance of existing database and extract desired information from MS Access and SQL Server based data base using SQL query and Store procedures• Rapid development of database application in MS Access VBA to support rapid surveys and project evaluation.• Data migration, import-export from various relation database, excel and other supported format• User capacity building through basic IT training including MS Excel, Access• Assist GM to conceptualize and implement innovative ICT based projects for service delivery• Any other task as and when assigned by Management
--	---

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

Job Description of Project Manager

7. Cottage Industries & Rural Service Sector

Designation	Project Manager
Level	Middle Management
Vertical	Cottage Industry & Rural Service Sectors
Administrative Reporting	Managing Director, Jt. Managing Director
Functional Reporting	General manager – Marketing, Cottage Industry & Rural Service (MCRS)
Position	01
Place of Posting	Head Office, GLPC Ltd.
Qualification	MBA/PGDM/PGDBM - Marketing , Business Management, Rural Management from a recognized University
Experience	5 years out of which 3 years in designing, implementing and monitoring projects in the areas of Cottage
Other Requirements	Spoken, reading & written fluency in English & Gujarati is essential. Knowledge of Hindi is desirable Operational proficiency in MS Office, Internet, etc Experience in Govt. Sector (PSU), Social Sector will be preferred
Age Limit	Max 35 years on the date of advertisement
Compensation	Upto Rs 40000/per month (commensurate with experience and Company's Policies)
Role & Responsibility	General Manager will be responsible to provide directions, guidance and support to a team consisting of State Project Manager, District Livelihood Managers, State Assistant Project Manager, Taluka Staff etc. Broad Area of Work: - Preparation of Annual Action Plan with Physical & Financial targets specifying tasks, timelines, procedures, budget allocation & outcomes for Cottage

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

	<p>Industries</p> <ul style="list-style-type: none">- Meet and exceed targets in creating sustainable livelihoods by Planning, Organizing and Managing and Executing projects including Financial Management.- Manage, enhance and build effective relationships with existing and new partner organizations- He / she will manage and be responsible for a cross-section of MoUs in the region.- Additionally the individual will be responsible for positively influencing partner organizations and defusing potential problems, anticipating their needs and identify jointly any appropriate alternatives and solutions as required- The individual shall work with a cross functional teams from other verticals and possible engagement of other resources within and outside of GLPC- This individual will be required to acquire and maintain good working knowledge of relevant government's policies, schemes and guidelines- A high level of technical knowledge of project management concepts and project evaluation from financial and functional aspects will be required- Ability to work with other government line departments to leverage upon the synergies involved- Conduct Project Review Meetings with District & Taluka teams- Project allocation to Districts- Exploring and executing synergies between various MoUs/Projects- Find new innovative livelihoods projects with substantial impact & Improvements in on-going projects- To take all the necessary actions as and when required by any Senior or authority like Managing Director, Jt. Managing Director of the company and complete the
--	--

Gujarat Livelihood Promotion Company Ltd.

DAY - National Rural Livelihood Mission (DAY-NRLM)

Annexure- A

	<p>task assigned to them in the stipulated time.</p> <ul style="list-style-type: none">- Identify new forward & backward linkages between the poor and Corporations engaged in Organized Retail, Exports, Business-To-Business and Business-To-Government sectors.- Analysis partner organizations' business objectives by asking probing questions that are relevant to the partner organizations in order to collect information from them, which enables the GLPC team to be more effective and responsive to partner organization's needs.- Identifies areas of risk/opportunities and influences and implements continuous improvements.- Any other task as and when required- Determining the success parameters and supervise the team to achieve it.- Manage cost and effectiveness on expenditure incurred in the operational area.- Assist in livelihood promotion and other plans of the company,- Help building partnership and linkages with private sector, civil society organizations, banks and other stake holders as per the requirement of the vertical.- Work in close coordination with concerned General Manager and other sector experts.- Bring in team spirit among members- Any other task as and when required
--	--