

## GENERAL TERMS & CONDITIONS

### VACANCY DETAILS:

Vacant Positions							
Sr. No	Name of Post	Theme/Sector	SC	ST	OBC	GEN	TOTAL
1	General Manager	Microfinance & Financial Inclusion	-	-	-	1	1
2	General Manager	Farm Livelihoods	-	-	-	1	1
3	Project Manager	Social Mobilization & Institutional Building	-	-	-	1	1
4	Project Manager	Microfinance & Financial Inclusion	-	-	-	1	1
5	Project Manager	Jobs/ Skill Training & Placement	-	-	-	1	1
6	Project Manager	Farm Livelihoods	-	-	-	1	1
7	Project Manager	Marketing & Service Sector	-	-	-	1	1
8	Project Manager	Cottage Industry	-	-	-	1	1
9	Project Manager	MIS & IT	-	-	-	1	1
10	Project Manager	HR & Admin	-	-	-	1	1
11	Project Manager	Accounts & Finance	-	-	-	1	1
12	Project Manager	Monitoring & Evaluation	-	-	-	1	1
13	ASSISTANT PROJECT MANAGER-STATE	Administration	-	-	-	1	1
14	ASSISTANT PROJECT MANAGER-STATE	Skill Training & Placement	-	-	-	1	1
15	ASSISTANT PROJECT MANAGER-STATE	Skills Candidate Mobilization	-	-	-	1	1
16	ASSISTANT PROJECT MANAGER-STATE	Institutional Finance	-	-	-	1	1
17	ASSISTANT PROJECT MANAGER-STATE	Financial Inclusion	-	-	-	1	1
18	ASSISTANT PROJECT MANAGER-STATE	Skills MIS & IT	-	-	-	1	1
19	District Livelihood Manager		0	1	2	0	3
20	ASSISTANT PROJECT MANAGER-DISTRICT	COMMUNITY TRAINING	1	2	2	2	7
21	ASSISTANT PROJECT MANAGER-DISTRICT	HR,ADMIN & MONITORING	0	1	0	1	2
22	ASSISTANT PROJECT MANAGER-DISTRICT	Microfinance & Financial Inclusion	1	3	1	3	8

23	ASSISTANT PROJECT MANAGER-DISTRICT	Social Mobilization & Institutional Building	0	3	0	6	9
24	ASSISTANT PROJECT MANAGER-DISTRICT	Marketing, Cottage & Rural Service	1	2	5	4	12
25	ASSISTANT PROJECT MANAGER-DISTRICT	Skills & RSETI	1	2	4	12	19
26	ASSISTANT PROJECT MANAGER-DISTRICT	Farm Livelihoods	1	2	1	7	11
27	ASSISTANT PROJECT MANAGER-DISTRICT	Accounts & Finance	1	1	1	4	7
28	Taluka Livelihood Manager		0	18	8	58	84
29	ASSISTANT PROJECT MANAGER-TALUKA	Social Mobilization & Institutional Building/SOCIAL DEVELOPMENT/ MF & FI/SKILL,CI & RS/Farm Livelihoods	0	24	42	151	217
	Total		6	59	66	266	397

Note: The position mentioned above mentioned above may vary as per requirement

#### APPLICATION FEE:

Designation	Sector	Application Fee (in Rs)	
		General Category	SC/ST/OBC/Female Applicant
General Manager	<ul style="list-style-type: none"> <li>• Micro Finance &amp; Financial Inclusion</li> <li>• Farm Livelihoods</li> </ul>	500	250
Project Manager	<ul style="list-style-type: none"> <li>• Micro Finance &amp; Financial Inclusion</li> <li>• Social Mobilization &amp; Institution Building</li> <li>• Marketing &amp; Rural Services</li> <li>• Skill Training &amp; Placement</li> <li>• HR &amp; Administration</li> <li>• Farm Livelihoods</li> <li>• Accounts &amp; Finance</li> <li>• Monitoring &amp; Evaluation</li> <li>• Marketing &amp; Rural Services</li> <li>• Cottage Industry</li> </ul>	500	250
Assistant Project Manager (State)	<ul style="list-style-type: none"> <li>• Financial Inclusion</li> <li>• Institution Finance</li> <li>• Skill - Training &amp; Placement</li> <li>• Administration</li> </ul>	300	150

		<ul style="list-style-type: none"> <li>• Skills -IT &amp; MIS</li> <li>• Skills - Candidate Mobilization</li> </ul>		
District Manager	Livelihood	---	500	250
Assistant Manager (District)	Project	<ul style="list-style-type: none"> <li>• Community Training</li> <li>• HR, Administration &amp; Monitoring</li> <li>• Micro Finance &amp; Financial Inclusion</li> <li>• Social Mobilization &amp; Institutional Building</li> <li>• Marketing, Cottage &amp; Rural Services</li> <li>• Skills &amp; RSETI</li> <li>• Farm Livelihoods</li> <li>• Accounts &amp; Finance</li> </ul>	300	150
Taluka Manager	Livelihood	---	300	150
Assistant Manager (Taluka)	Project	<ul style="list-style-type: none"> <li>• Social Mobilization &amp; Institution Building</li> <li>• Social Development</li> <li>• Micro Finance &amp; Financial Inclusion</li> <li>• Skills, Cottage Industry &amp; Rural Services</li> <li>• Farm Livelihoods</li> </ul>	150	75

- All advertised posts are on Fixed Term Employment (FTE) basis for a maximum period of 3 years.
- All applicants should possess minimum 3 years of experience in Govt./Semi-Govt. Companies, Institution, Boards, Societies, Agencies, Corporation, etc for all the advertised positions
- No. of posts may vary depending upon the actual requirements.
- The candidates who were working with GLPC Ltd earlier and have been terminated on grounds of misconduct will not be eligible to apply.
- Reservation policy of Govt. of Gujarat and as adopted by Company will be applicable. Final number of vacancies may undergo revision based on joining of candidates and new vacancies will be filled from the prepared waitlist. The present numbers and the category break up are indicative only. Only Qualified candidates will be called in a phased manner. Reservation benefits will be available only to applicants who are domicile of Gujarat.
- Candidates working in GLPC Ltd or any other PSU/Society/Corporation/Board/NGO/Pvt. Company should submit '**No-Objection Certificate**' from their reporting officer at the time of interview

- The applicants applying for District & Taluka positions may be placed anywhere across Gujarat as per the requirement of the Company.
- The remuneration / CTC for each post will commensurate with the experience, subject to the max. limit for that post.
- The incumbents selected will be on Probation for at least 6 months from the date of joining.
- For the purpose of calculation of experience and age, the date of advertisement will be treated as the reference date.
- Good verbal and written communication skills (in English & Gujarati), proficiency in Computer-MS Office is a desired criteria for all the positions.
- The language for written assessments for all positions will be English/Gujarati.
- Most positions involve extensive field visits and village stay is essential for all the positions.
- The District and Taluka level positions are transferrable
- GLPC has contracted an independent professional agency to fill these positions. Short listed applicants will be invited to appear for Selection Tests. List of applications received, short listed applications, dates and venue of selection tests etc. would be posted on our website. Candidates are requested to check the website periodically for lists and other announcements.

**Disclaimers:** Mere eligibility doesn't guarantee a job. GLPC Ltd reserves the right to shortlist candidates based on qualification and relevant experience. Please note that canvassing in any form shall disqualify the candidate for the selection process.

**Important Dates:**

- a. Starting date for submission of On-line Application: 16-09-2014 14:00 hrs.
- b. Closing date for submission of On-line Application: 30-09-2014 23:59 hrs.
- c. Last date for receipt of fee by Post office 01-10-2014 (upto working hours)