

No 3-333/e-Panchayat/PMU/2012/JS

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अण्डमान तथा निकोबार प्रशासन  
ANDAMAN & NICOBAR ADMINISTRATION  
ग्रामीण विकास, पंचायती राज संस्थान एवं शहरी स्थानीय निकाय निदेशालय  
DIRECTORATE OF RD, PRIS & URBAN LOCAL BODIES  
Zilla Niwas Complex, VIP Road  
जिला निवास कॉम्प्लेक्स, वी.आई.पी.रोड  
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पोर्टब्लेयर/Port Blair, दिनांक/dated the 10 January, 2018

### VACANCY NOTICE

**Applications are invited from eligible candidates for the Post of Additional District Project Manager (ADPM) on purely contract basis in District Programme Management Unit (DPMU) in South Andaman District under the e-Panchayat Mission Mode Project of Ministry of Panchayati Raj, Govt.**

Name of post	Location	Minimum Qualification	Minimum Experience	Age	Remuneration (Fixed)	No. of post
Additional District Project Manager	District HQ (Directorate of RD, PRIs & ULBs)	Graduate in IT/BCA/Bsc Computer Science/IT with min. 60% marks or equivalent. Or BTech in CSC/BE CSC with 60% mark or equivalent.	1 year experience in IT Projects	40 Years	Rs.15,000/-	1

### Job Description

- As Additional District Project Manager (ADPM):-  
He / She shall be responsible for:-
  - Provide support with respect to PES (Panchayat Enterprise Suite) applications and state-specific applications in the district and coordinate with State for operational issues and their resolution.
  - Visit BPs (Block panchayats) and GPs (Gram Panchayats) periodically to find out issues in rollout of e-panchayat and new requirements in PES and State-specific applications and resolve them in consultation with State Technical consultant.
  - Organize trainings, providing handholding support in all local bodies under his, District and serve as a helpdesk for all local bodies in the district.
  - Monitor the commissioning of computers and internet connectivity in local bodies under the district.
  - Any other task related to e-Panchayat assigned from time to time.

### General Information

- ✓ Engagement of above posts are purely on Contract basis for a period of one year which is likely to be extended on mutual consent and this does not confer any right/privilege for regular appointment or continuity of service.
- ✓ The emoluments of the respective posts are fixed as given above.
- ✓ He/She shall be entitled to 2<sup>1/2</sup> days of leave for every completed month of duty, which can be accumulated but not encashed.
- ✓ Since the engagement is for discharging an important functions, his/her service may be required on certain days beyond office hours for which no additional incentive/remuneration/compensation will be paid
- ✓ Joint Secretary-Cum-Director (RD/Panch), A&N Administration, reserves the right to **terminate** the engagement of contract without assigning any reason thereof after serving one months notice or by

paying one month salary without any notice or reason. Similarly, the incumbent shall have to give a Notice of one month before he may decide to resign from the post or deposit a month's salary of lieu of the same.

- ✓ No accommodation facility will be provided to the selected persons.
- ✓ No TA/DA shall be payable for appearing in the interview.
- ✓ While applying, the applicant should ensure that he/she fulfils the eligibility and other norms and that the particulars furnished by him/her are correct in all respect.

**Note:-** In case it is detected of any stage of selection that a person does not fulfil the eligibility norms and/or that he/she has furnished any incorrect/false information or has suppressed any material fact(s) his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after selection, his/her engagement is liable to be terminated without assigning any reason thereof.

**How to apply:-**

- ✓ All aspirant candidates for the aforesaid post should register their particulars of the application through online at <http://erecruitment.andaman.gov.in> from 15-02-2018 onwards.
- ✓ The vacancy for the post of Additional District Project Manager to be filled the Directorate of RD, PRIs and ULBs.
- ✓ The Candidate applied for the said posts shall be written examination to conduct by NIC, Port Blair.
- ✓ Last date of receipt of online application is 05-02-2018 till 05.00 PM.
- ✓ Aspirant candidates shall have to appear for a written test conducted by NIC- Port Blair o 17-02-2018 at 11.00 AM.
- ✓ No separate call letters will be issued in this regards and for any other information the candidates may contact the Directorate of RD, PRIs and ULBs. The Written test shall be held at NIC-Ranchi Basthi, Diary Farm and the candidate all required to be present on above prior to the actual commitments of exam.
- ✓ The Hard copy of online application alongwith the certificate in support of educational qualification, employment Registration card, Local certificate, Aadhaar Card, etc is to be submitted to Directorate of RD, PRIs and ULBs.

  
Assistant Director (RD/Panch)

Copy to:

1. The Director (IP &T) with the request to publish the above vacancy notice in the local leading daily newspaper for two consecutive days.
2. The Chief Editor, the Daily Telegrams for similar necessary action.
3. The State Informatics Officer, NIC, Port Blair to upload the above vacancy notice in the Admn's Website.
4. The Member Secretary, SOVTECH, DBRAIT, Port Blair, to upload the above vacancy in the Admn's Websites.
5. Notice Board.

  
Assistant Director (RD/Panch)