F. No. 1-189/BDO/RGT/RGSA/2022/266 खंड विकास पदाधिकारी का कार्यालय

OFFICE OF THE BLOCK DEVELOPMENT OFFICER

सामुदायिक विकास खंड, रंगत CD BLOCK RANGAT *****

दिनांक / Dated 05th July, 2024

Applications are invited for the post of Block Programme Management Unit (BPMU) under the Block Development Officer, CD Block, Rangat under Directorate of RD, PRIs & ULBs, Marine Hill, Port Blair.

Designation	No. of Posts	Remuneration (Fixed)	DIAge OF	Education Qualification
BLOCK PROGRAMME MANAGER	01 are (One) for Off (Rangat)	Rs. 25,000/- heper:month of (Fixed)	Not more than 35 years on the closing date of receipt of application.	Essential: Bachelor Degree Lin, Compute Science/IT/Electronics from a recognized University/Institute with minimum 60% of marks of equivalent. Desirable: 01 year experience of government sector/PSUs.

JOB DESCRIPTION: No. of Posts (Fixer) Rem Interation (Fixer)

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S. No. Name of the	Post	Job Description
		Not her Bachelor Degree in Compuler
No.		e shall: the a BE Scrence/IT/Electronics from a
	01 11	Work under the direct supervision and monitoring of the Block
BLUCK		Development Officers date and invitable
POGRAMME		Provide support with respect to e-GramSwaraj, other MoPR
ILAN GER (
		linked portals and state-specific applications in the block and
		coordinate with District and State for operational issues and
		their resolution.
		Monitor the progess of works undertaken by the Gram
	,	Panchayat, collect and compile monthly report and submit to
	4 4 4	the Block, District and State authorities.
DE DES DRIFTBLOCK	1 1	Visit GPs (Gram Panchayats) periodically to find out issues in
8. PROGRAMN	/IE	rollout of e-GramSwaraj and State-specific applications and
No. NaMANAGER	*1 G Y	resolve them in a time bound manner.
		Attend Gram Sabhas and undertake mobilization activities at
	heene	CD level for sensitization and awareness generation
A Land Land	1.	GP level for sensitization and awareness generation. Organize trainings, providing handholding support in all local
	9	bodies under their Blocks.
	7.	Enable the Gram Panchayats towards functioning digitally and
	8. 8	provide necessary support. Any other task as assigned by Superior Authority from time to
	1.	time. In the progess of works undertaken by the Gring
12		Pur shayer, collect and complie monthly report and strong to
4		rest to Provide and Chief and conting

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ADMINISTRATIVE CONTROL:

The staff engaged under BPMU shall report to the Block Development Officer, Rangat and shall work closely under their direction.

GENERAL INFORMATION:

1. The engagement shall purely on contract basis for a period of 11 months from the date of appointment.

2. He/She shall strictly follow the office timing. Absence without sanction of leave of any kind during working days shall be treated as an un-authorized absence from duty and payment on pro-rata basis shall be deducted from the consolidated amount.

3. The emoluments as stated above as monthly salary shall be paid at the end of each completed month of engagement.

4. All other allowances and claims as approved by Ministry shall also be provided.

5. No change in the place of posting is allowed during the contract period whatever the reason may be.

6. Any extension or renewal of the appointment beyond the contract period will be subject to a review based on the performance/contribution of work and an agreement on terms that must be mutually agreed upon.

7. The appointment shall deemed to be automatically terminated, if it is not specifically

extended by the competent authority.

- 8. Engagement on contract basis shall not confer any right for claiming regular engagement/appointment in any capacity in this office or any other office/department in A & N Administration.
- 9. He/She shall be entitled to 2 ½ days of leave for every completed month of duty, which can be accumulated but not encashed. Leave in credit, if any shall be lapsed on expiry of the contract period.
- 10. Maternity Leave will be granted for 12 consecutive weeks during the contract period with full pay (Consolidated). A medical certificate from an Authorised Medical Attendants/Govt. Hospital must be produced, indicating estimated time of confinement before availing the leave and necessary fitness certificate shall also be required to submit at time of joining ulually agreed upon.

NOTE: In case it is detected at 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: Parced

D. Wattruit Leave will be grafited for 12 consequitive weeks during the contract period with i. All aspiring candidates for the above post should submit their application in the prescribed proforma along with self-attested supporting documents and certificates addressed to "Block Development Officer, CD Block, Rangat" requirec to submit at time of joining

9 He strie shall be entitled to 2 % days of leave for every completed month of duty, which call be a body united but not encashed. Leave in credit, it any shall be appell on exprint

- ii. The candidates selected for the posts of Block Programme Manager shall have to be stationed and posted in Rangat Block for which they are engaged and shall be under the overall supervision and control of the Block Development Officer.
 - iii. The candidates applying for the post of Block Programme Manager should submit their application as per the below mentioned address: percent is hable to be terminated will plic astigning any realion there of

4	Name of the Post	Address
HOM	1. Block Programme Manager	The Block Development Officer, Community Development Block,Rangat
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- iv. The candidates applied for the said posts shall be shortlisted on merit-basis and top 15 candidates shall be called for personal interview for selection of suitable candidate for the said posts.
- v. The merit list will be prepared on the basis of the weight-age/marks fixed as below:

Name of the post	Essential Qualification	Desirable Qualification	Knowledge of Computer	Interview
Block Programme	Bachelor Degree in Computer	01 year experience of government	NA	Weightage - 30
Manager	Science/IT/Electronics from a	sector/PSUs		
	recognized University/Institut e with minimum	Weightage 20 to	enorllisted on hierda election of actable	oss and top ardidate to:
	60% of marks or equivalent.		1	
46	Weightage – 50			L. Envion-

pvist To make the whole process thoroughly transparent, the candidates shall himself/herself do the self marking of Essential & Desirable qualifications and of computer knowledge as Weightage per following method and fill it in the application form: -- 30

Computer stop remment

Essential qualification: redo anize d

Science/II/E edir sautor/PSLs Marks obtained x Weightage Maximum Mark

Desirable qualification (Experience):

60% of nia Experience of Number of Months x Weightage

No. of months Experience sought

The maximum marks for experience shall be 20. Marks for experience of more To mathan desirable months of experience shall be 20 only less shall have themse do the soff marking of Esseptial & Desirable qualification, and of computer throwledge as

Knowledge of computer.

11

Essent at qua Duration of computer course (Number of Months) x Weightage mark

No. of months of experience sought

The maximum marks for computer knowledge shall be 10. Marks for computer course of more than desirable months shall be 10 only. Expressed thumber of Months: Weightage-

Last date of receipt of application is 31.07.2024 till 5.00 PM. vii. po of month's and enemberso no ham

perfolio ving method and fill it in the application form:

- The top 15 candidates applied for the posts will be selected from the auto-generated merit viii. list and the list of candidates will be displayed on the Notice Board of Block Development Officer and also in the official website of A&N Administration i.e. www.andaman.gov.in.
- No separate call letters will be issued in this regard and for any other information the ix. candidates may contact this Block on 8900936944 or email at cdbrgt@gmail.com.
- The schedule of the personal interview of shortlisted candidates for each post will be informed separately.

The indenum miliks for computer knowledge shall be 16. Warky let. Computer course of more than desirable mont is shall be 10 or fit.

Las dat tof moup of application is 11 H7 2014 till 5.00 PM

- xi. The shortlisted candidates shall be required to bring their original Mark sheets and Certificate in support of Educational Qualification, Employment Registration Card, Local Certificate, Computer Certificate etc for verification during the personal interview.
- xii. The personal interview and list of shortlisted candidates shall be carried at Rangat, Block.

Block Development Officer

Block Development Officer

गत, मध्य अण्डमान Rangat, Middle Andaman

Copy to:-

11. The PA to Director for kind information of Director (RD, PRIs & ULBs), Marine Hill, Port Blain. Blain and Director of Education State of Educa

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2. The State Nodal Officer (RGSA) for information.

Block Development Officer खण्टिD Block Rangat

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Rangat, Middle Andaman

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a PAId Cirector for kind informs for of Director (RD, PRIs & ULBs), Marine Hill Post

2 The Slara Nortal Officer (RCISA) for judging union

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Application Form

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3. Date of Birth:		4. Age:					
5. Gender:	to the same of the	6.Mari	ital Statı	ıs [] Marri	ed [] Unmar	ried	
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b) Present Contact	f Address:					3g. ap 1	
i Date of Birth:		5. Aga					
Gender		8.Warital Status [Married [] Unmarried					
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0. District:	net Aedrei s	11. S	tate:	The same of the sa	and the second		
2. Language spoken/	written:						
3 Education (Essenti	al Qualification	on)					
Name of			Marks				
Qualification G. (Fill only the o.b) Prohighest much	Institute/ Add Board University	Year	Full Marks	Marks Secured	Weightage (As applicable for the post)	Calculated Marks	
qualification sought for the post)				•			

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			Total Months of Experience	
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