



ODISHA MINERAL BEARING AREAS DEVELOPMENT CORPORATION
(A SPV of Government of Odisha)
CIN-U75100OR2014NPL018478

[E-mail-ombadc@gmail.com](mailto:ombadc@gmail.com), **Phone No.- (0674) 2300488.**

Regd. Off: Aranya Bhawan, GD-2/12, Chandrasekharpur, Bhubaneswar-23, Odisha.

No.2011 /OMBADC- 34/2022 - Dated, Bhubaneswar the 30th November, 2022

NOTICE

APPLICATION FOR SELECTION OF SKILL DEVELOPMENT EXPERT IN OMBADC.

Application in plain paper with following information is solicited from qualified persons for **Engagement as Skill Development Expert in OMBADC on Contractual basis**. The educational qualifications, post qualifications experience, period of engagement, remuneration, selection procedure and other terms and conditions can be downloaded from Govt. Website (www.odisha.gov.in) or can also be availed from the office of OMBADC.

1. Name of the Applicant.
2. Date of Birth
3. Educational Qualification.
4. Sex/ Nationality/ Religion/ Marital Status:
5. Work Experience.

Space for Colour
Passport size
Photograph duly
signed in front by
the candidate

Place:

Date:

Signature in full

Enclose a copy of credentials and all testimonials with application. The last date of submission of the application is **17.12.2022**.

Sd/-
Chief Executive Officer

TERMS AND CONDITIONS FOR ENGAGEMENT OF SKILL DEVELOPMENT EXPERT IN OMBADC.

i. Educational Qualifications

Master's Degree in Social Science/ Social and Development Studies/ Rural Development/ Rural Management from a recognized university/ academic institution.

Excellent working knowledge in MS Office and outstanding written and oral skills in both English and Odia.

Knowledge on Government system of functioning, development policies and good understanding of development priorities in the State of Odisha.

ii. Age Limit:

The candidate should not be more than 45 years of age as on 01.01.2023

iii. Post Qualification Experience

Minimum 8 to 10 years working experience in large scale project/ programme for poverty eradication/ Livelihood/ Social and Rural Development implemented by Government/ Public Sectors/ reputed organization.

iv. Period of Engagement

The engagement of Skill Development Expert will be for an initial period of Three years which may be extended for such further period on satisfactory performance.

v. Remuneration

Monthly consolidated remuneration will be Rs.1,00,000/- with 10% hike of remuneration in every year.

vi. Selection Procedure

Selection will be through personal interview by a selection Committee.

i. The candidates must have good character.

ii. The decision of the Selection Committee will be final and binding on all the candidates on all matters relating to eligibility, acceptance or rejection of the application, selection of the candidates, cancellation of recruitment process etc.

iii. At any stage of recruitment process, if it is found that the candidate has furnished false or incorrect information then the candidature / appointment of the candidate is liable to be cancelled.

- iv. Canvassing in any form will be viewed adversely which may lead to dis-qualification.
- v. Finally, selected candidates shall have to produce the required documents in original in support of their qualification & experience.
- vi. Any dispute arising in this connection will be subject to jurisdiction of appropriate authority.

vii. Scope of Work

- Work in close coordination with Education expert and Livelihood expert in the PMU to facilitate skill gap studies and youth aspiration studies.
- Develop standard operating procedures to be followed for social mobilization, for Job Oriented and Self Employment Oriented courses.
- Develop the work plan/ strategy for community mobilization and counselling.
- Develop and monitor mobilization strategy with support from district OMBADC Cells and ensure adherence by PIAs.
- Formulate communication strategy for Job fairs at District level to ensure maximum reach by the PIAs.
- Support the implementation of the project activities under skills domain especially with regard to mobilization, counselling and Job Fairs with support of the district OMBADC Cells.
- Assist in preparing guidelines, SOP regarding capacity building program.
- Facilitate development of training material and its translations into local languages in coordination with other departments/ agencies.
- Develop Audio-Visual Content and presentation as per training material.
- Design orientation workshop/ training plans related to subject matter.
- Conduct project monitoring, documentation and reporting.
- Any other Task as assigned by CEO, OMBADC.
- Will work under overall supervision of Team Leader PMU of OMBADC.

Sd/-
Chief Executive Officer