

## **Advertisement No. 24/2018 for Recruitment of professionals for various positions under JSDMS**

### **Qualification & Experience.**

#### **1. Manager Finance & Administration**

##### **Qualification for Deputation:**

Officers from Jharkhand Administrative Service/Jharkhand Finance Service/Office of A.G. on deputation. Officers retired with the last pay scale of PB III 15600-39600 GP 7600 are also eligible.

##### **Qualification for Contract:**

- Master's or Post Graduation degree in Commerce/Statistics/Accountancy from a recognized University/ Chartered Accountant/ICWA certified candidates/MBA or PGDBM in Finance.
- Should be proficient in MS-Office.
- Minimum 10 years of post qualification relevant work experience in Development Sector with reputed agencies/ corporate houses/ government programmes or units/ large scale development/skill development initiatives at District/ State level/ National level.
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#### **2. Assistant Manager Finance & Administration**

##### **Qualification for Deputation:**

On deputation from Jharkhand Administrative Service or Jharkhand Finance Service or AG office or Jharkhand Secretariat Service (of the level of Under Secretary/Section Officer).

##### **Qualification for Contract:**

- Master's or Post Graduation degree in Commerce/Statistics/ Accountancy from a recognized University/ Chartered Accountancy (inter) all paper cleared/ICWA (inter) all paper cleared/MBA or PGDBM in Finance.
- Should be proficient in MS-Office.
- Minimum 5 years of post qualification relevant work experience in Development Sector with reputed agencies/ corporate houses/ government programmes or units/ large scale development/skill development initiatives at District/ State level/ National level.
- Officers retired with the last pay scale PBII 9300-34800 GP 5400 are also eligible.

#### **3. Assistant Manager MIS / M&E**

- Two years full time Post Graduate diploma/Masters in Computer Science, M.Sc. (Computer Science), B.Tech (Computer Science) or MCA from government recognized institute/university.
- Minimum 3 years of experience in designing and implementation of MIS and M&E for large development projects

#### **4. Computer Operator**

- Graduate from recognized university.
- One year Diploma in Computer Course.
- Should have minimum typing speed of 30 WPM in English and 25 WPM in Hindi.

**Sd/-  
Mission Director  
JSDMS, Ranchi**