

**Government of Karnataka**

**Zilla Panchayat, Mysore**

Bullward Road, Mysore – 570001

(Tel. No. 0821-2526301-53)

No.ZPM/TSC/IEC/96/2011-12/16-17

Date:03.05.2017

**EXPRESSION OF INTEREST FOR DISTRICT CO-ORDINATORS POSTS UNDER  
SWATCH BHARATH MISSION**

Zilla Panchayth Mysore, is implementing Swatch Bharath Mission in all the 7 taluks of Mysore District. To create awareness among people about water and sanitation thereby making the whole district Open Defecation Free and to make people to inculcate the healthy practices through IEC activities, District Co-ordinators are required for effective implementation of Swatch Bharath Mission and will be engaged on Outsourcing basis to work at the District level. The area/discipline, No of Posts / Positions, duration of the assignment, educational qualifications and experience are as follows:-

<b>Sl. No.</b>	<b>Name of the Post</b>	<b>No. of Posts</b>	<b>Qualification and Experience</b>
01.	Information, Education and Communication(IEC) Consultants	01	<ul style="list-style-type: none"><li>➤ Post Graduation in MSW/Rural Development/Mass Communication/MA (55% and above).</li><li>➤ Minimum of 2 years experience in rural water, sanitation and cleanliness programmes. Worked in Information, Education and Communication activities.</li><li>➤ Preference will be given to candidates worked in government projects through NGO.</li><li>➤ Candidates should have knowledge of communicating both in Kannada and English.</li><li>➤ Candidates should have good communication skill and writing skills.</li><li>➤ Candidates should have computer skills with M.S Office and Kannada typing skill.</li><li>➤ Age limit is 50 years</li></ul>
02	HRD/Capacity Building Consultants	01	<ul style="list-style-type: none"><li>➤ Post Graduation in MSW/Rural Development/Mass Communication/MA (55% and above).</li><li>➤ Minimum of 2 years experience in rural water and sanitation field.</li></ul>

			<ul style="list-style-type: none"> <li>➤ Experience in conducting training and preparing modules for training.</li> <li>➤ Candidates should have knowledge of communicating both in Kannada and English.</li> <li>➤ Preference will be given to Candidates completing the DoT and DTS Training.</li> <li>➤ Preference will be given to candidates worked in government projects through NGO.</li> <li>➤ Candidates should have computer skills with M.S Office and Kannada typing skill.</li> <li>➤ Age limit is 50 years.</li> </ul>
03	M & E cum MIS Co-ordinator	01	<ul style="list-style-type: none"> <li>➤ BSc/BE in Computer Science. degree in Engineering (55% and above) with a minimum of 2 years experience in rural water and sanitation field.</li> <li>➤ Candidates should have computer skills with M.S Office and Kannada typing skill.</li> <li>➤ Age limit is 40 years</li> </ul>

- All the positions will be filled through outsourcing.
- Salary will paid as per the provisions envisaged in guidelines of Rural Drinking water and Sanitation department.
- All the appointments will be for a period of 11 months.
- The candidates shall produce a certificate for having studied in Kannada medium or must have passed 10th Standard with Kannada as first language.

### **SCOPE OF WORK :**

#### **Information, Education and Communication(IEC) Consultant:**

1. To Bring about community wide behavioural change and to trigger the demand for sanitary facilities in the rural areas for households.
2. To Prepare a module suitable to each taluk based on "area specific", "community specific" involving all sections of rural population.
3. To Prepare a detailed IEC Plan to reach all sections of the community.
4. Upon construction of toilets focus should be given on sustained usage.
5. Spreading the message of safe sanitation utilizing various forms of media.
6. Proficiency in computer will be tested, specially in kannada.
7. Any other works entrusted from time to time by the Chief Executive Officer and SBM Nodal Officer.

**HRD/Capacity Building Consultant:**

1. Handle Training Sessions on various approaches of IEC promoting Behavioral change including Triggering(CLTS), and house to house communication etc.,
2. Prepare training modules, reading materials, workbooks, case studies and best practices related to relevant training programmes.
3. Shall extend the support to gather the appropriate information about the sanitation activities and share with the concerned participants.
4. Proficiency in computer will be tested, specially in kannada.
5. Any other works entrusted from time to time by the Chief Executive Officer and SBM Nodal Officer.

**M & E cum MIS Consultant:**

1. To generate the reports and information required by state office within the stipulated time.
2. To maintain the database of all the reports.
3. To provide technical support to Taluk and Gram Panchayats regarding applications of Swach Bharath Mission.
4. Any other works entrusted from time to time by the Chief Executive Officer and SBM Nodal Officer.

**Record Verification Committee:**

The Record verification Committee will verify the testimonials submitted by applicant. Record verification committee comprises:

1. Chief Executive Officer.
2. Deputy Secretary (Development)
3. Assistant Secretary
4. Expert to be co-opted, from ANSSIRD.

**Criteria for Selection:**

Consultants will be short listed based on the Weighted Scores to be assigned as below:

Percentage of Marks in the Qualifying examination	First class and above - 10 marks Higher Second Class - 5 marks
Higher Qualification – Ph.D	5 Marks
No. of years of experience in years experience in rural water and sanitation field. - 5 Marks for minimum period of 2 years and 5 marks for every additional year with a maximum of 20 marks	20 Marks

- Attested copies shall be sent along with the application.
- Such of those candidates shortlisted will be called for original record verification to be reviewed by record verification committee.
- The decision of the Record Verification committee will be Final.

**General Terms & Conditions:**

- No other allowance such as DA / HRA etc. would be admissible for appointments on Outsourcing basis.
- All consultants shall be eligible for 12 days leave in a calendar year on pro-rata basis. No remuneration shall be drawn in case of his / her absence beyond 12 days in a year calculated on a pro-rata basis.
- No other benefits such as CPF, LTC and Medical Benefits etc. would be admissible for Staff.
- All appointments are purely temporary to nature and can be terminated at any time without be assigning any reasons. Under no circumstances, services rendered can be considered for absorption in Government.
- Selected Candidates on outsourcing basis will have to sign an MoU on the terms and conditions applicable to them.
- Candidates desirous of expressing their interest for above mentioned positions may submit their applications in the prescribed format, which can be downloaded from the website, Duly filled form to reach this office by 18.05.2017.
- In case of exigency said dates may be changed and same will be updated in website.

**Important Dates:**

Issue of Notification	08.05.2017
Last date for submitting applications	18.05.2017
List of applications received (to be uploaded by Zilla Panchayat on its website)	20.05.2017
Date of verification of documents	22.05.2017
List of eligible and non Eligible applicants will be uploaded by zilla panchayath on its website	24.05.2017
Verification of original documents of the shortlisted candidates	27.05.2017

## APPLICATION FORM

**Application Format for Filling the Consultants Positions at Zilla Panchayat, Mysore on outsourcing basis**

Advt. No .....Post No.....

Post applied for.....

### SECTION – A: GENERAL

1. Name in full In Block Letters Dr./Mr./Mrs/Ms.....

2. Date of Birth ..... in words.....

3. Father's/Spouse Name.....

4. Mailing Address .....

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..... Pin Code 

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Tel. No with STD code..... Mobile..... E-mail ID.....

5. Permanent Address.....

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..... Pin Code 

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6. Marital Status.....7. Nationality.....

8. State of Domicile .....

9. Category: SC/ST/OBC/General.....

10. Present Employer.....

### SECTION – B: QUALIFICATIONS & EXPERIENCE

11. EDUCATIONAL QUALIFICATIONS (Starting with highest degree obtained):

Sl. No.	Examination/Degree	Name of Board/ College/University	Percentage of Marks/Final Grade	Subject(s)	Year of Passing/ award

(Please attach photocopies in support)

**12. Details of Employment Experience: (In chronological order starting with the most recent)**

(Attach separate sheet if necessary)

Sl. No.	Name of Employer/Status of Institute/University (Govt./Quasi Govt./Autonomous etc.)	Post held/ Designation	Period of Employment		Basic salary last drawn, pay scale and Grade Pay	Nature of duties
			From	To		

**13. Achievement;**

**14. Publications if any:**

**14. Names of Two Referees**

**DECLARATION TO BE SIGNED BY THE CANDIDATE**

I hereby declare that the information given by me in the Application is true, complete and correct to the best of my knowledge and belief and that nothing has been concealed or distorted. If at any time, I am found to have concealed/distorted any information or given any false statement, my application/appointment shall liable to be summarily rejected/terminated without notice or compensation.

**Date:** \_\_\_\_\_

**Place:** \_\_\_\_\_

\_\_\_\_\_  
**(Signature of the Applicant)**