



MEGHALAYA BASIN DEVELOPMENT AUTHORITY (MBDA)

C/o Meghalaya State Housing Financing Cooperative Society, Upper Nongrim Hills,
Behind Bethany Hospital, Shillong, East Khasi Hills District, Meghalaya – 793003

(Reg No. SR/MBDA – 4/11 OF 2011)

Phone: +91-364- 2522921/2522992

Website: www.mbda.gov.in, E-mail: admin.mbda@gov.in

No. MBDA/HR-JICA/98/2019/Pt/1357

Dated Shillong the 24th February 2025

ADVERTISEMENT

The Meghalaya Basin Development Authority (MBDA) invites online applications from eligible candidate in prescribed format to fill up the following position on contractual basis. The detailed information's regarding the application form link, advertisement, notification, and the terms of reference are available in MBDA's website: <https://www.mbda.gov.in>

I. Positions :-

SI No	Position	Desired Qualifications	Desired Experiences	No. of Positions	Place of Posting
1.1	District Project Manager	Graduate or Post Graduate in Social Work, Business Administration, Agribusiness Management, Rural Development Studies, RDAP, Agriculture Engineering, NRM, or any other project management related disciplines.	<ul style="list-style-type: none">• 07 years of experience in implementation of Natural Resource Management, rural development project management, rural livelihood implementation, social entrepreneurship, value chain, agribusiness development• Minimum 05 years of experience in a supervisory capacity in Project Management & Implementation Required Skills: <ul style="list-style-type: none">• Good written and verbal communication skills.• Good knowledge on Project Management, Budgeting and Financial Management Analysis.• Good leadership skills and management of staff, documentation and reports writing.• Good computer knowledge with general MS package, Spreadsheet, PPT and data analysis, etc. Requirement: The candidate shall be stationed in the District Project Management Unit	2	Khasi, Jaintia and Garo Hills Region
1.2	Block Project Manager	Graduate or Post Graduate in Social Work, Business Administration, Agribusiness Management, Rural Development Studies, RDAP, Agriculture Engineering, NRM, or any other project management related disciplines.	<ul style="list-style-type: none">• 05 years of experience in implementation of Natural Resource Management, rural development project management, rural livelihood implementation, social entrepreneurship, value chain, agribusiness development.• Minimum 03 years of experience in a supervisory capacity Required Skills: <ul style="list-style-type: none">• Good written and verbal communication skills.• Good knowledge on Project Management, Budgeting and Financial Management Analysis.• Good leadership skills and management of staff, documentation and reports writing.• Good computer knowledge with general MS package, Spreadsheet, PPT and data analysis, etc. Requirement: The candidate shall be stationed within the District Project Management Unit/ Block Project Management Unit.	6	Khasi, Jaintia and Garo Hills Region

1. For applying the above positions; candidates have to fill the 'Application Form' from the following link: <https://forms.gle/nYoBmur9pHuWUXw1A>
2. All applications should be submitted through online mode only. No other mode of applications will be entertained.
3. For detail information about the positions and the terms of reference are made available on MBDA's website: <https://www.mbda.gov.in>
4. Last date for receipt of applications is **10th March 2025** and applications received after the last date will not be considered.

-Sd/-
Executive Director
Meghalaya Basin Development Authority



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Website: www.mbda.gov.in, E-mail: admin.mbda@gov.in

No. MBDA/HR-JICA/98/2019/Pt/1358

Dated Shillong the 24th February 2025

NOTIFICATION

The Meghalaya Basin Development Authority (MBDA) invites online applications from eligible candidate in prescribed format to fill up the following position on contractual basis. The detailed information's regarding the application form link, advertisement, notification, and the terms of reference are available in MBDA's website: <https://www.mbda.gov.in>

I. Positions :-

SI No	Position	Desired Qualifications	Desired Experiences	No. of Positions	Place of Posting	Monthly Remuneration
1.1	District Project Manager	Graduate or Post Graduate in Social Work, Business Administration, Agribusiness Management, Rural Development Studies, RDAP, Agriculture Engineering, NRM, or any other project management related disciplines.	<ul style="list-style-type: none"> 07 years of experience in implementation of Natural Resource Management, rural development project management, rural livelihood implementation, social entrepreneurship, value chain, agribusiness development Minimum 05 years of experience in a supervisory capacity in Project Management & Implementation <p>Required Skills:</p> <ul style="list-style-type: none"> Good written and verbal communication skills. Good knowledge on Project Management, Budgeting and Financial Management Analysis. Good leadership skills and management of staff, documentation and reports writing. Good computer knowledge with general MS package, Spreadsheet, PPT and data analysis, etc. <p>Requirement: The candidate shall be stationed in the District Project Management Unit</p>	2	Khasi, Jaintia and Garo Hills Region	Rs. 46,800/- Plus other allowance.
1.2	Block Project Manager	Graduate or Post Graduate in Social Work, Business Administration, Agribusiness Management, Rural Development Studies, RDAP, Agriculture Engineering, NRM, or any other project management related disciplines.	<ul style="list-style-type: none"> 05 years of experience in implementation of Natural Resource Management, rural development project management, rural livelihood implementation, social entrepreneurship, value chain, agribusiness development. Minimum 03 years of experience in a supervisory capacity <p>Required Skills:</p> <ul style="list-style-type: none"> Good written and verbal communication skills. Good knowledge on Project Management, Budgeting and Financial Management Analysis. Good leadership skills and management of staff, documentation and reports writing. 	6	Khasi, Jaintia and Garo Hills Region	Rs. 39,000/- Plus other allowance.



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			<ul style="list-style-type: none"> • Good computer knowledge with general MS package, Spreadsheet, PPT and data analysis, etc. <p>Requirement: The candidate shall be stationed within the District Project Management Unit/ Block Project Management Unit.</p>			
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2. Remuneration:

2.1 The monthly emolument shall be as mentioned in the above column.

2.2 House Rent Allowance (HRA) & Mobile Allowance will be included additionally as may be admissible from time to time. EPF contributions from both employee and employer.

3. Duration of Contract:

3.1 The duration of contract will be for a period of 01 (one) year. The contract may be renewed subject to the performance satisfaction of MBDA and continuance of the project you are engaged with.

3.2 A detailed document of terms and conditions of engagement would be provided to the selected candidates and a deed agreement would have to be signed by the selected candidate with the MBMA to that effect.

4. How to Apply:

4.1 For applying the above positions; candidates have to fill the ‘**Online Application Form**’ from the following link:

<https://forms.gle/nYoBmur9pHuWUXw1A>

4.2 All applications should be submitted through online mode only. No other mode of applications will be entertained.

4.3 Candidates are advised to read carefully the eligibility criteria and other conditions prescribed for each post before applying.

4.4 The above links are also made available on MBDA website, www.mbda.gov.in

4.5 Incomplete application shall not be entertained and is liable to be rejected.

4.6 Last date for receipt of applications is **10th March 2025** and applications received after the last date will not be considered.

4.7 In respect of Candidates who are currently in services, shall submit the “No Objection Certificate” from the Employer when called for the personal interview.

5. Selection Process:

5.1 A Cover Letter on candidate’s suitability and interest in the position (maximum 500 words) is mandatory for the position application failing which the applications will be rejected.

5.2 There will be written/assignment and personal interview for the positions. Written test will comprise of Subject Matter Knowledge, General Knowledge, Reasoning, and English.

5.3 The Written Test/ Personal Interview will be held only in Shillong.

6. General Information:

6.1 The pre-requisite qualifications and experience are minimal and the mere fact that a candidate possesses the same will not entitle him/her for being called for interview. MBDA reserves the right to restrict the candidates to be called for interview to a reasonable number on the basis of qualifications and experience higher than the minimum prescribed in the advertisement or by any other condition that it may deem fit.

6.2 Candidates are advised to clearly indicate their contact number and e-mail address to facilitate faster communication. Information regarding the screening test/written/interview will be sent only to the shortlisted candidates via SMS/E-mail and no correspondence will be made with applicants who are not shortlisted. List of the shortlisted candidates will be displayed in the MBDA website, www.mbda.gov.in and office notice board.

6.3 MBDA reserves the right to conduct additional examination /skill test or call for any additional documentary evidence in support of educational qualification & experience of the applicant.

6.4 In case of non-availability of suitable candidates with prescribed qualifications and experience, MBDA reserves the right to relax the prescribed qualifications and experience for candidates found more suitable for lower position with relevant experience and expertise in the specified field.

6.5 The number of vacancies indicated in the advertisement and notification is tentative. MBDA reserves the right to increase/decrease the number of posts at the time of selection and make appointment(s) accordingly, if more vacancies do exist in between the advertisement and the selection process.

6.6 MBDA reserves the right to extend the closing date for receipt of applications. MBDA also reserves the right to fill or not to fill any or all the positions advertised or cancel recruitment procedure at any stage without assigning any reason thereof.

6.7 No TA/DA shall be paid for attending written test and interview.

6.8 Canvassing of any kind will render to disqualification.

6.9 Staff already working with MBDA/MBMA, who are otherwise eligible can also apply. Their applications must be routed through their reporting officer. However, for newly appointed staff, he/she should complete a minimum period of one year in their current position.

-Sd/-

Executive Director
Meghalaya Basin Development Authority