

Period of engagement	One year
Eligibility criterion	<p>Education Qualification: - (D)Essential: Master's Degree in Science/ Computer Science/ Computer application Commerce or B.E./B. Tech/ICWA/CA or any professional Degree/earned after +2 /M. Phil./M. Tech./MS/Ph. D. or UGC, Net Qualified will be preferred. He/she must be fluent in English & Hindi and also have efficiency in local vernacular language.</p>
Experience	<p>Essential: 1-year post qualification in relevant field Desirable: 1 year experience of working in National/International Level NGO or UN Agencies. Knowledge of NSS activities (Regular and Special Camps, NIC, Pre RD and RD) will be beneficial.</p>
Age Eligibility	<ul style="list-style-type: none"> • Not more than 32 years.
Scope of work	<ul style="list-style-type: none"> • Drafting of letters • Preparation of reports • PFMS related work (CNA/TSA/Mapping of accounts of NSS units) • Should conduct training of PFMS in different NSS units. • Look after My Bharat portal related activities and coordination with NSS functionaries on My Bharat and digital literacy training. • Creation of content for print and social media based on the events/activities. • Should be able to collect the information of latest government schemes and correlate them with NSS activities. • Co-ordinate with NSS functionaries. • Any other work assigned by the concerned Head of Office.

Remuneration	<p>The candidates will be hired through outsourcing agency and through GeM only. A fixed monthly amount of Rs. 60,000/- (Rupees sixty Thousand only) in Tier-1 Cities and Rs. 50,000/- (Fifty Thousand) in Tier-2 cities will be admissible. There will be no annual increment / percentage increase during the contract period.</p> <p>If candidate need to travel from one place to another place the TA will be reimbursed as similar to the eligibility for YA-I (ie. Gp.of Rs.4,200/-)</p>
Leave	<p>Young Professional shall be eligible for eight (08) days leave in a calendar year on pro-rata basis. No remuneration for period of absence in excess of the admissible leave will be paid. Candidate may also need to attend the office on weekends and holidays as per the requirement of the office.</p>