

The Office of Mission Directorate – U-SBM 2.0
Housing & Urban Development Department (HUDD)
Govt. of Jammu & Kashmir

Recruitment of Program Manager for PMU

Mission Directorate, Swachh Bharat Mission-U, 2.0 is the nodal agency of Government of Jammu & Kashmir for implementation of the National Action for Mechanized Sanitation Ecosystem (NAMASTE) which is to be implemented in all ULBs of the Jammu & Kashmir and UT of Ladakh with the objectives of stopping deaths of workers while cleaning sewers and septic tanks.

MD SBM –U, 2.0 requires young and energetic professionals to work under Project Management Unit (PMU) for implementation of NAMASTE.

Sl. No	Position	Eligibility	Remuneration
1	Program Manager	Graduate or Post Graduate degree from a recognized university in Urban Planning, Social Work, Public Policy, Business Administration, Sociology, Anthropology, Commerce, Science or other related fields, with at least 55% marks.	Rs.45,000/- per month + Rs.10,000 for TA,DA & allied expenditures inclusive of applicable taxes .

- For Information Brochure containing eligibility conditions, work profile and format of application etc. please visit our website: <https://www.jkhudd.gov.in/>.
- Applications along with prescribed Documents shall reach this office by or before 17th August through email on mdsbm458@gmail.com.
- Shortlisted candidate will be called for interview & would be required to produce the originals documents.
- No TA/DA will be provided to the candidate for interview.


MISSION DIRECTOR
SWACHH BHARAT MISSION-U, 2.0
J&K, U.T

No- MD/SBM/U/2024-25/267
Dt- 03-08-2024

The Mission Directorate – SBM –U-2.0
Housing & Urban Development Department (HUDD)
Govt. of Jammu & Kashmir

Information Brochure

Containing
eligibility conditions, work profile
and
format of application & Other Terms and Conditions
of
Engagement of Project Manager in PMU for implementation
of
National Action for Mechanized Sanitation Ecosystem
(NAMASTE) scheme

Terms and Conditions of Engagement of Project Manager in PMU for implementation of National Action for Mechanized Sanitation Ecosystem (NAMASTE) scheme

1 Eligibility criteria for selection of Project Manager

a. Essential:

- **Graduate or Post Graduate degree from a recognized university** in Urban Planning, Social Work, Public Policy, Business Administration, Sociology, Anthropology, Commerce, Science or other related fields, with at least 55% marks.
- **Two years' relevant work experience in case of Graduate candidates**
- Excellent communication (both oral and written) in English and the official language of the State/UT of deployment.
- Computer proficiency in MS Office and proficiency of working on various mobile applications.
- Age between 21 years to 35 years. (as on 01.08.2024)

b. Desirable:

- Relevant work experience of two (02) years for Post Graduate Candidates.

2 Selection of Project Managers

The eligible candidates shall be selected after shortlisting and personal interview.

3 Terms and Conditions to deploy Project Manager

- a) The Project Managers would work on full-time basis for the project and would not be allowed to engage themselves for any other project/ work during the duration of the National Action for Mechanized Sanitation Ecosystem (NAMASTE) project.
- b) Project Managers would be selected for a period of two years. However, their engagement may be extended based on requirement and performance of Project Manager.
- c) The engagement would be purely project based and temporary. They will have no claim whatsoever for continuing their services in any capacity.
- d) The Project Manager would be paid fixed monthly remuneration of Rs.45,000/- per month + Rs.10,000 for TA,DA & allied expenditures inclusive of all applicable taxes . per month inclusive applicable taxes and statutory dues.
- e) The Project Manager would work as State Namaste Coordinators (SNCs), they would be required to travel within the UT of J&K and Ladakh. An amount of Rs. 10,000/- per month has been estimated on their TA/DA, which would be paid by on actual basis upon furnishing the original bills/tickets at the norms fixed.
- f) Project Manager would be required to arrange a good working condition laptop and Smart mobile phone during the period of engagement for his/her use. For this, they will not be paid any extra amount.
- g) Project Manager will get benefit of one leave per month.
- h) Project Manager will not be allowed to show any political affiliation during the project period. They will work without any favour to any section of the society.
- i) Except with the prior written consent of MD – SBM 2.0, Project Manager shall not, at any time, communicate to any person or entity any confidential information acquired in the course of the Services.

4. Scope of Work for Project Managers under NAMASTE

- I. They would be initially deployed in Jammu but will have the liability to serve for 80 ULBs of Jammu & Kashmir along with 2 ULBs of Ladakh.
- II. Project Manager would
 - Assist the concerned officer of Mission Directorate SBM 2.0 /Housing & Urban Development Department of J&K or any other organisation as per the directions of MD SBM-U 2.0.
 - Obtain the progress of implementation of NAMASTE in the ULBs and make reports
 - Regular follow up with the concerned ULBs for taking action for implementation of the Scheme.
 - Regular updating of MIS on the NAMASTE portal.
 - Interaction on mobile with the various implementation agencies etc.
 - Any other work assigned

5. How to apply

- a) Eligible and interested candidates are required to apply by or before 17th August 2024 upto 3.00 PM, on plain A-4 size paper in the application format given in this notification. They may email the filled -in scanned application, dully signed on the official email of Md SBM-U 2.0. Hard copy of the application is not required to be submitted.
- b) Copy of relevant documents in support of educational qualification, experience, age, caste, address, identity etc. are required to be attached with the application. However, the candidates who are called for interview would be required to produce the originals. The following are the documents acceptable as proof of address/identity: -

Documents acceptable as proof of address	Documents acceptable as proof of identify
1. Aadhar	1. Aadhar
2. Passport	2. Passport
3. Driving License	3. Driving License
4. Election Commission ID Card	4. Election Commission ID Card
5. Ration Card with Address	5. Ration Card with photo of applicant
6. Telephone bill (fixed line)	6. Current Passbook of any Scheduled Bank with photograph
7. Electricity/ Water (for up to last three months)	
8. Sale / Lease agreement of House Property	
9. Current Passbook of any Scheduled Bank	

- c) Decision of MD, SBM 2.0 on the criteria of shortlisting of candidates and their selection would be final and binding.

6. The applications should be addressed to:

The Mission Director, Swachh Bharat Mission-U 2.0, Housing & Urban Development Department, Govt. Jammu & Kashmir on official email id mdsbm458@gmail.com.

APPLICATION FORM

Post Applied for: **Project Manager**

Affix SELF
ATTESTED
recent passport
Size photograph

1. Full Name : _____

2. Father/Husband's Name : _____

3. Permanent Address : _____

4. Address for Correspondence / Present Address : _____

5. Date of Birth: _____

6. Sex: Male:

Female:

7. Religion: _____

8. Nationality: _____

9. Category (Pl. tick):

SC	ST	OBC	EXSM	PH	UR

10. E-Mail id : _____

11. Telephone No. (With Std Code) : _____

12. Mobile No : _____

13. Educational Qualification:

Qualification (starting 10+2)	Subjects	Percentage of marks	Year of Passing	Name of Board/University/ Institution

14. Experience:

Name of the Organization	Designation	Nature of duties	Period		Duration.
			From	To	

Declaration: I hereby declare that all statements made in the application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found untrue / false / incorrect or if I do not satisfy the eligibility criteria, my candidature / appointment will be cancelled / terminated, without assigning any reasons. I have read the contents of the advertisement and agree to abide by the rules, regulations and procedures for appointment to the post.

(Signature of Applicant)

Date: _____

Place: _____
