

**GOVERNMENT OF INDIA  
MINISTRY OF DEVELOPMENT OF NORTH EASTERN REGION  
NORTH EASTERN COUNCIL SECRETARIAT  
NONGRIM HILLS: SHILLONG – 793003**

No. NEC/NERCORMS/MD/RCT/2023

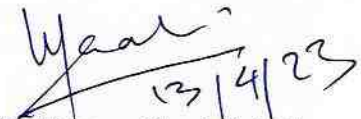
Dated, the 13<sup>th</sup> April, 2023

**ADVERTISEMENT**

Applications are invited from Indian citizens for appointment to the post of Managing Director, North Eastern Region Community Resource Management Society (NERCRMS) on deputation basis in the Pay Matrix, Level-13 ( pre revised pay band of PB-4 Rs.37,400-67,000/- + Grade Pay Rs. 8,700/- or Pay Matrix, Level-12 ( pre revised pay band of PB-3 Rs.15,600-39,100/-+Grade Pay Rs. 7600/- with minimum 2 years working in the pay band/level) on the recommendation of the Selection Committee.

NERCRMS is a society registered under the Societies Registration Act and administered by the North Eastern Council, Government of India at House No L/D 023, Lower Nongrim, Shillong-793 003 (Meghalaya). The age of the applicant should not exceed 50 years as on the closing date of receipt of applications. The pay and other terms & conditions of deputation will be regulated in accordance with GOI, DOPT's O.M No. 6/8/2009-Estt (Pay II) dated 17.06.2010 as amended from time to time OR the Board of Management's decision.

The eligible and willing candidates may apply for the post. The Application Form duly filled in and complete in all respect should reach the office of the undersigned & addressed to **Adviser (Horticulture), North Eastern Council Secretariat, Room No-540, Government of India, Nongrim Hills, East Khasi Hills, Shillong-793003 (Meghalaya)** within **30 days** from the date of publication of this advertisement. The details regarding eligibility criteria, job requirement, qualification, experience (Annexure-I), prescribed proforma for curriculum vitae (Annexure-II) and other certificate proforma (Annexure-III to Annexure-VI) required with the application for the post of Managing Director are mentioned in the detailed advertisement placed and hosted in the websites [www.necorps.org](http://www.necorps.org) and [www.necouncil.gov.in](http://www.necouncil.gov.in).

  
13/4/23  
(K. Moses Chalaj) IAS  
Secretary, NEC & Chairman, NERCRMS

**DETAILED ADVERTISEMENT FOR THE POST OF MANAGING DIRECTOR, NERCORMP**

Applications are invited from Indian citizens for appointment to the post of Managing Director, North Eastern Region Community Resource Management Society (NERCORMS) on deputation basis in the Pay Matrix, Level-13 ( pre revised pay band of PB-4 Rs.37,400-67,000/- + Grade Pay Rs. 8,700/- or Pay Matrix, Level-12 ( pre revised pay band of PB-3 Rs.15,600-39,100/-+Grade Pay Rs. 7600/- with minimum 2 years working in the pay band/level) on the recommendation of the Selection Committee.

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**List of enclosures to be accompanied / attached with the application -**

1. Application in the prescribed format – Annexure-III duly filled in / completed, signed by the candidate and countersigned by the appointing authority.
2. Attested copies of ACRs /APAR for the period not less than 5 years duly attested and stamped on each page by an officer not below the rank of Under Secretary or above.
3. Vigilance Clearance Certificate.
4. Major / Minor penalties report for the last 10 years of his /her service.
5. Integrity Certificate.

## ANNEXURE-I

### Job Description, Duties, Function & Powers of the post of Managing Director, NERCORMP

He / She shall be the full time Chief Executive of the Project. He / She shall convene all the meetings of the Board of Management and Executive Council as Convener in consultation with the Chairman of the NERCRM Society. It shall be his/her duty to see that the provisions of the bye-laws of the society, the rules and regulations and decisions of the Board of Management / Executive Council are faithfully observed / carried out and shall possess all powers necessary for this purpose. It shall be his / her duty to co-ordinate and exercise general supervision over all the activities under the project. In any emergency situation which, in his / her opinion as the Chief Executive of the Project, requires immediate action to be taken, he / she shall take such action as deemed necessary and shall, at the earliest possible, thereafter, report his / her action to the Chairman of the NERCRM Society. The other duties, powers and functions of the post shall also be governed as per bye-laws of the Society.

## ANNEXURE-II

One no. of post of Managing Director, North Eastern Region Community Resource Management Society (NERCORMS) to be filled up on deputation in the Pay Matrix, Level-13 (pre revised pay band of PB-4 Rs.37,400-67,000/- + Grade Pay Rs. 8,700/- or Pay Matrix, Level-12 ( pre revised pay band of PB-3 Rs.15,600-39,100/-+Grade Pay Rs. 7600/- with minimum 2 years working in the pay band/level). Period of deputation/appointment shall be initially for 3 (three) years which may be further extended by NEC as per rules.

### Eligibility Criteria:

- (a) Officers in regular service under the Central Government/ State Government / Government Public Sector Undertaking.
- (b) Pay Matrix, Level-13 (pre revised pay band of PB-4 Rs.37,400-67,000/- + Grade Pay Rs. 8,700/- or
- (c) Pay Matrix, Level-12 (pre revised pay band of PB-3 Rs.15,600-39,100/-+Grade Pay Rs. 7600/- with minimum 2 years working in the pay band/level).
- (d) The age of the applicant should not exceed 50 years as on the closing date of receipt of application.

### **Desirable:**

- (a) A member of the Indian Administrative Service/Indian Forest Service/Central Service Group "A"/ State Civil Service.
- (b) Working experience in North Eastern Region in various capacities.

CURRICULUM VITAE PROFORMA

1.	Name and address ( in block letters):		
2.	Date of birth ( in Christian era):		
3.	Date of retirement under Central /State Govt. rules:		
4.	Educational qualification possessed by the applicant :		
5.	Whether educational and other qualifications required for the post are satisfied (if any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same):		
		Educational qualification required / experience as per the advertisement for the post	Educational qualification / experience possessed by the candidate
	<b>a. Essential educational qualification :</b> (self attested copy of mark sheet/degree must be attached in support of essential educational qualification)		
	<b>b. Desirable educational qualification &amp; working experience :</b>		
6.	Please state clearly and justify whether in the light of eligibility criteria as per ANNEXURE-II, meet the requirements of the post (if space is insufficient, annexure may be attached)		

7. Details of Employment, in chronological order. (Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient) –

Dept / Organizatio	Post held	From - To	Nature of employment i.e., ad-hoc / / temporary / quasi- permanent /permanent/ regular / contract etc.	Scale of pay and basic pay	Nature of Duties.

8.	Nature of present employment i.e., ad-hoc or temporary or quasi- Permanent or Permanent.	
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9.	Please state the present post held / designation with pay scale and Grade pay, if on deputation:	
	(a) The date of initial appointment / joining on deputation and the department / organization :	
	(b) Period of appointment on deputation/ contract:	
	(c) Name of the parent Dept. /organization / Govt. to which you belong.	
10.	Are you in Revised Scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised pay scale with Grade pay :	
11.	Total emoluments per month now drawn.	
12.	Additional information, if any, which you would like to mention in support of your suitability for the post. (This among other things may provide information with regard to: (i) additional academic qualifications (ii) professional training / foreign training / visits abroad and (iii) Work experience over and above prescribed in the vacancy Circular/ Advertisement) (Note: Enclose a separate sheet, if the space is insufficient).	
13.	Whether belongs to SC/ST	
14.	Remarks (The candidates may indicate information with regard to (i) Research publications and reports and special projects (ii) Awards/Scholarship/Official Appreciation (iii) any other information. (Note: Enclose a separate sheet if the space is insufficient).	
15.	Total years of regular service rendered in the pay band of PB-4 Rs.37, 400-67,000/- + Grade Pay Rs. 8,700/- OR total years of regular service in the pay band PB-3 Rs.15, 600 - 39,100/- + Grade Pay Rs. 7,600/-. Please specify.	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post. I also declare and certify that I have never been convicted for any kind of moral turpitude or any kind of economic offence.

- Date:
- (Signature of the candidate)
- Address:
- E mail:
- Countersigned)
- (Present Employer with Seal)

**ANNEXURE-IV**

**VIGILANCE CLEARANCE CERTIFICATE**

Certified that no vigilance case is pending or contemplated against  
Shri/Smti. \_\_\_\_\_

Signature:

Designation of Competent Authority.

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**ANNEXURE-V**

**MAJOR/MINOR PENALTIES REPORT**

Certified that there is no major or minor penalties imposed on  
Shri/Smti \_\_\_\_\_ during the last 10 years.

Signature

Designation of Competent authority.

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**ANNEXURE-VI**

**INTEGRITY CERTIFICATE**

Service particulars of Shri/Smti \_\_\_\_\_ have been  
carefully scrutinized and it is certified that there is no doubt of his integrity.

Signature:

Designation of Competent authority.