



महाराष्ट्र शासन
पाणी पुरवठा व स्वच्छता विभाग



पाणी पुरवठा व स्वच्छता विभागातर्गत 'पाणी व स्वच्छता सहाय्य संस्था' करीता ११ महिन्यांच्या कंत्राटी तत्वावर करार पध्दतीने दिनांक ०८/०९/२०१४ रोजी पर्यंत पाणी व स्वच्छता सहाय्य संस्था (wss), पाणी पुरवठा व स्वच्छता विभाग, सिडको भवन, दक्षिण कक्ष, बेलापूर, नवी मुंबई - ४०० ६१४ येथे कार्यालयीन वेळेत खालील पदांसाठी अर्ज मागविण्यात येत आहेत. छाननीनंतर पात्र उमेदवारांना मुलाखतीसाठी निमंत्रित करण्यात येईल.

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| १) माहिती शिक्षण व संवाद सल्लागार (IEC consultant) | - पदसंख्या - ०१ |
| २) मनुष्यबळ विकास सल्लागार (HRD Consultant) | - पदसंख्या - ०१ |
| ३) सनियंत्रण व मूल्यमापन सल्लागार (M & E) | - पदसंख्या - ०१ |
| ४) सहाय्यक माहिती, शिक्षण व संवाद सल्लागार | - पदसंख्या - ०१ |
| ५) सहाय्यक मनुष्यबळ विकास सल्लागार | - पदसंख्या - ०१ |
| ६) सहाय्यक मूल्यमापन व सनियंत्रण सल्लागार
(Assistant M & E) | - पदसंख्या - ०२ |
| ७) क्षेत्रीय समन्वयक (निर्मल भारत अभियान)
(Regional Co-ordinator NBA) | - पदसंख्या - ०३ |

उपरोक्त पदांसाठी शैक्षणिक अर्हता, अनुभव, वयोमर्यादा, मानधन इत्यादिबाबतचा तपशिल www.water.maharashtra.gov.in या संकेतस्थळावर उपलब्ध करून देण्यात आलेला आहे. इच्छुक उमेदवाराने सर्व कागदपत्रांसह (साक्षात्कृत प्रतीसह) दोन प्रतीत आपला अर्ज सादर करावा. त्यानंतर पात्र उमेदवारांना मुलाखतीसाठी निमंत्रित करण्यात येईल. मुलाखतीला बोलाविण्यात येणाऱ्या उमेदवारांना प्रवास खर्च व इतर अनुषांगिक खर्च दिला जाणार नाही. याची कृपया उमेदवारांनी नोंद घ्यावी.

पाणी पुरवठा व स्वच्छता विभाग, महाराष्ट्र शासन यांनी सादर प्रक्रियेत बदल करण्याचा अथवा ती रद्द करण्याचा अधिकार राखून ठेवला आहे.

स्थळ :- नवी मुंबई

दिनांक :- २२.०८.२०१४

संचालक

पाणी व स्वच्छता सहाय्य संस्था

<p>1.</p>	<p>IEC Consultant (Contractual)</p>	<p><u>Qualification and Experience:</u> Post Graduate in Mass Communication/Journalism/Media Management OR Graduate in any field with Degree OR Diploma in Media management from a reputed institute.</p> <ul style="list-style-type: none"> • 5 to 7 Years experience in field of Participatory Community Development Projects Especially in water supply and sanitation ion sector. • Should have good knowledge of computers. • Must have thorough knowledge of printing processes. <p>Emoluments: Rs. 50,000/- per month. (Consolidated)</p>	<ul style="list-style-type: none"> • Prepare a holistic IEC strategy as per the requirement of the program • Coordinate implementation of different IEC activities in the state, district and villages including preparation and distribution of the required IEC material. • Facilitate Data collection and conduct of various studies and evaluations carried out. • Undertake field assessments for monitoring the impact of the IEC activities and report. • Ensure that any change in the program design and policies are informed to communities in an effective way. • Co-ordinate with Supporting Organizations and other players to enhance the reach and effectiveness of IEC activities. • Develop annual IEC plan at the District level and facilitate its implementation. • Ensure that the various activities of the program are adequately represented in all types of media. • Ensure through suitable methods that community is aware about the program activities on a continuous basis and the objectives are achieved in given time frame.
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2.	<p>Assistant IEC Consultant (Contractual)</p>	<p><u>Qualification and Experience:</u></p> <ul style="list-style-type: none"> • Master in Mass communications / Mass Relations / Journalism / • MS-CIT / Computer Literate • 03 years' experience in Development Communications /Journalism (Preferably in Water & Sanitation Sector) <p>Emoluments: Rs. 30,000/- per month (Consolidated)</p>	<ul style="list-style-type: none"> • To assist and co-ordinate during developing and implementing comprehensive communication strategy for the programme. • To assist in co-ordinating with the district level implementing agencies and consultants and develop appropriate communication materials required for the programme. • To assist in organising periodic evaluations and impact assessments to assess the effectiveness of the IEC activities in the programme. • To advise District level implementing agencies on IEC activities. • To ensure that adequate capacity is built within the Local institutions, Supporting Organisations and other partners involved in delivering IEC activities effectively in the programme. • To empanel regional <u>kalapathaks</u> (folk groups) with adequate capacity for dissemination of information about the project. • To prepare periodical progress physical and financial progress reports on IEC activities and submit to the Director, WSSO for review. • To guide and facilitate the IEC and monitoring specialists at the District level to prepare and implement IEC strategy at district, block and village levels. • To update Support Activities for the HRD Component on MoDWS web site. • To facilitate and arrange for transmission of radio & TV spots and documentary films in the various TV and radio channels. • To develop area specific IEC materials and dissemination of the same. • To monitor the progress of IEC activities in the district and see to it that the project cycle is running smoothly. • To organise sensitisation and review workshops for different stakeholders such as villagers, government officials. Elected representatives, NGOs, CBOs etc. To
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			<p>assess the need and demand of the IEC materials.</p> <ul style="list-style-type: none"> • To Co-ordinate with the M & E for effective dissemination of IEC strategies across the programme. • To support in developing Contact Drives in the GPs covered under AIP in the districts under IPC and monitor the progress • To facilitate the process of developing cadre of <u>Nirmal Doot</u> and support for implementation of IPC activities through them in KRC/BRC mode • Any other related task/tasks assigned by the Director, WSSO
3.	HRD Consultant (Contractual)	<p><u>Qualification and Experience:</u></p> <ul style="list-style-type: none"> • Post graduate in Social Worker (MSW) • Experience in the training activities related to water supply and sanitation sector for at least 5 To 7 years are essential. • Experience in designing and conducting training programs for stakeholders at district and block level • Experience in the field of participatory development especially as related to the PRIs . • MS-CIT / Computer Literate <p>Emolument: Rs. 50,000/- per month. (Consolidated)</p>	<ul style="list-style-type: none"> • Develop suitable training strategies as per the required processes at the district and the village level. • Devise suitable training plans for the capacity building of the stakeholders at various levels after thorough assessment of the training needs. • Develop required training materials in both print and electronic form as per requirement. • Monitor the various training programs and visit the same on sample basis and suggest corrective actions. • Evaluate the usefulness of the various training programs and carry out the required modifications. • Document the training processes.

<p>4.</p>	<p>Assistant HRD consultant (Contractual)</p>	<p><u>Qualification and Experience:</u></p> <ul style="list-style-type: none"> • M.S.W. / M.A. Sociology • MS-CIT / Computer Literate • Minimum 3 years in Water & Sanitation Sector • Experience in Capacity Building of stakeholders • Experience in working with PRIs Institute <p>Emolument: Rs. 30,000/- per month (Consolidated)</p>	<ul style="list-style-type: none"> • To assist HRD Consultant for undertaking needs assessment for capacity building and to identify critical capacity/skills gaps among different stakeholders and develop HRD strategy for the programme as a whole considering specific local requirements. • To assist in implementation of the HRD Strategy at the District Level and at the community level. • To assist in facilitation development of a strong network of master trainers (Resource Persons), training institutions and other professionals for using them as additional resources for delivering HRD activities during programme implementation. • To assist in maintaining database of trainers, training institutes, facilities and key skills available at various levels. • To update Support Activities for the HRD Component on MoDWS web site. • To assist in developing linkages with various programme partners, • To assist in organising appropriate training and skills development activities at various levels. • To assist in the evaluation of the HRD activities implemented for various stakeholders. • To assist in developing training needs assessment systems and in carrying out periodic training needs assessment of all the stakeholders. • To assist in preparing training and HRD development plans and schedule. • To coordinate with training institutions and other training agencies/consultants for devising and implementing various training activities based on the identified needs. • To evaluate the results quality and internalisation of the HRD activities and revise them as needed for effectiveness. • To assist in developing modules, materials and plans
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			<p>of capacity building activities for District, Block and GP level stakeholders to prepare and implement ODE Plans of the AIP GPs</p> <ul style="list-style-type: none"> To assist in organising workshops, seminars, deliberations, meetings and other interaction programmes. <p>Any other related task/tasks assigned by the Director, WSSO</p>
5.	M & E Consultant (Contractual)	<p><u>Qualification and Experience :</u> Post Graduate in computer science/MCA/M.Sc in statistics Experience: 5 years experience in MIS field in reputed private and public institution.</p> <ul style="list-style-type: none"> Previous experience of working successfully in similar projects/programs will be given preference. <p>Emoluments :- Rs. 50,000/- per month (consolidated)</p>	<ul style="list-style-type: none"> Monitor process, physical, financial progress of the program in Districts Compile, Prepare District Information Management Reports for District and distribute Undertake field appraisals in project villages Liaise with M & L Staff at WSSO and concerned Regional Office on M & L issues such as information Technology and Systems related problems and issues. Ensure that Databases and other information generated is regularly updated Ensure that District Information Management Report is used in meetings at all levels in the District Initiate/ conduct Innovative Learning events at the District level (DWSM/Block level – BRC)
6.	Assistant M & E Consultant (Contractual) 2 Posts	<p><u>Qualification and Experience :-</u> Graduate in Mathematics/Statistics Degree/Diploma/ Certificate course in computer applications.</p> <p>Experience :- At least 3 years experience in MIS/M & E field in reputed private or public institutions.</p> <ul style="list-style-type: none"> Preference will be given to experience in Water & Sanitation Sector. Previous experience of working successfully in similar projects/programs . 	<ul style="list-style-type: none"> Compile, Prepare and analyze information Management Reports for District and distribute the M & E templates Initiate/conduct Innovative Learning events for the District level. Ensure the collection of various data from the districts for the MIS. Monitoring of Filling up all the data in the MIS system by the districts. Report generation as per requirement. Liaise with M & L Staff at concerned Regional Office and districts on M & L Ensure that Databases and other information generated is regularly updated.

		<p>Emoluments : Rs 35,000/- per month (consolidated)</p>	
<p>7.</p>	<p>Regional co-ordinators (3posts)</p> <ul style="list-style-type: none"> • Regional co-ordinator 01:- Thane, Nashik, Ahamadnagar, Dhule, Solapur, Jalgaon, Nandurbar. (Reporting to concern CEOs and Divisional Comm. Nashik, Pune & Konkan) • Regional Co-ordinator 2:- Akola, Amravati, Buldhana, Washim, Yavatmal, Chandrapur, Gadchiroli. (Reportint to concern CEOs and Divisional Comm. Nagpur & Amaravati.) • Regional co-ordinator 03:- Aurangabad, Nanded, Osmanabad, Beed, Parbhani ,Latur, Hingoli, Jalna. (Reporting to concern CEOs and Divisional Comm. Aurangabad) 	<p>Qualification :-</p> <ul style="list-style-type: none"> • Post Graduate in Mathematics/Statistics /Master’s Degree in Rural Management/MSW/MA (Social Science – Sociology, Social psychology, Social anthropology, mass communication, Development Communication etc.) • Preference will be given –Ph.D (Social Sciences-mentioned above.) • Knowledge of Marathi language must. <p>Experience :-</p> <ul style="list-style-type: none"> • 03 to 05 Years in Rural Development Sector/Water & Sanitation. • Must have knowledge regarding State, District & Blocks, Rural Development Dept. & Water Supply & Sanitation Dept. • Knowledge of Word, Excel, PowerPoint, Access and other relevant ITC software. • Previous Experience of working successfully in similar projects/programs will be given preference. • Emoluments: Rs. 40,000/- per month (Consolidated) Plus Rs. 20,000/- field allowances, Maximum 15 days field visit must. (Tour Diary approval by Director WSSO) 	<ul style="list-style-type: none"> • Regional Co-ordinators are for monitoring and facilitation 22 High burdened districts in Nirmal Bharat Abhiyan. • In each month 15 days visits are compulsory to districts (7 To 8 Districts for each co-ordinators) • To monitor special drive of BPL without toilet families in Nirmal Bharat Abhiyan and facilitate each DWSSM & District Officer Team, Divisional Team, BRC/CRC Team. • Randomly visits in special drives Blocks and GPs according to monitoring & tracking IPC tools. • Gaps Identification in these District level Officers & Team for Rural Sanitation status & facilities in these districts. • To report District CEO. • To report concern Divisional Commissioner. • Final report to be submitted to Director, WSSO. • All activities related to special drives to be monitored, identifying the gaps & facilitation to these Districts. • To guide NBA activities in these Districts.