

NOTICE FOR INVITING APPLICATIONS FOR RECRUITING THE ONE POST OF MGNREGA SOCIAL AUDIT DIRECTOR IN THE SOCIAL AUDIT UNIT(SAU) OF RURAL DEVELOPMENT DEPARTMENT, H.P. SHIMLA-9

With a view to ensuring proper implementation of Social Audit as provided in the Mahatma Gandhi National Rural Employment Guarantee Act, 2005 (MGNREGA), the Department of Rural Development intends to recruit one post of the Director in the Social Audit Unit (SAU) of the Rural Development Department Himachal Pradesh :-

Minimum Qualifications

- (a) **Should have experience of at least two years in the field of social audit.**
- (b) **The minimum tenure of the Director, SAU shall be of three years**
- (c) **The maximum age at the time of recruitment shall not be more than 62 years and the incumbent will not be eligible for the post of Director in the same SAU.**

Interested persons can submit their applications on the *prescribed application format appended below* along with requisite certificates/affidavits so as to reach the office of **The Director-cum-Commissioner (MGNREGA) Rural Development Department, Block No. 27, SDA Complex, Kasumpti, Shimla-171009** within 20 days of the date of publication of the advertisement.

“APPLICATION FORM FOR DIRECTOR, SOCIAL AUDIT UNIT ”

(Please fill up application form in CAPITAL LETTERS)

- 1. Name :
- 2. Father’s Name :
- 3. Mother’s Name :
- 4. Sex :
- 5. Date of Birth :
- 6. Age :
- 7. Permanent Address :
- 8. Correspondence Address :
- 9. Email :
- 10. Mobile no :



Personal Information

- 11. Whether medically and mentally fit to conduct field visits Yes /No
- 12. Whether a member of political party Yes /No
- 13. Whether convicted/charge sheeted in a criminal case Yes /No
- 14. Whether having experience of conducting social audits Yes /No
- 15. Whether member of any society/professional body Yes /No
- 16. Last position held, if any; please give details

Qualifications

Academic from Matric onwards:

| Degree | Subjects | Year | % | Institution / Board |
|--------|----------|------|---|---------------------|
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Experience**Experience of at least two years in the fields of Social Audit (Proof to be attached)**

| Name of Organization | From date | To Date | Responsibilities | Details of social audit conducted |
|----------------------|-----------|---------|------------------|-----------------------------------|
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DECLARATION:

I hereby solemnly affirm and declare that the information given above is true to best of my knowledge and belief and nothing has been concealed by me. In case of any information found false, I will be liable to be held responsible.

(Signature of the candidate)

Check list**(To be filled by the candidate and enclose the following documents)**

| Sr. No. | Particulars | Tick the appropriate | Remarks |
|---------|--|----------------------|---------|
| 1. | Pasted a passport size photograph in the application | YES/NO | |
| 2. | Proof of Date of Birth attached | YES/NO | |
| 3. | Proof of permanent address given | YES/NO | |
| 4. | Medical fitness certificate to undertake field visits attached | YES/NO | |
| 5. | Matriculation certificate attached | YES/NO | |
| 6. | Graduation / Post Graduation Degree attached | YES/NO | |
| 7. | Affidavit certified by notary public for not being a member of political party | YES/NO | |
| 8. | Affidavit certified by notary public for not being charge sheeted in a criminal case. | YES/NO | |
| 9. | Affidavit certified by notary public for not being a representative of any political party | YES/NO | |
| 10. | Experience certificate of social audit attached | YES/NO | |

Signature of the applicant