



DISTRICT RURAL DEVELOPMENT AGENCY, GAJAPATI
PARALAKHEMUNDI

Letter No. 2247/DRDA

Dated 03.06.18

ADVERTISEMENT

Applications in the prescribed format are invited with full Bio Data for Contractual engagement of suitable persons for the Post of District Social Audit Resource Person (District Social Auditor) under MGNREGS on purely temporary basis. The contract engagement will be initially for (01) one year. The final selection will be done by the State Level Selection Committee under the Chairmanship of Chief Secretary, Government of Odisha after completion of formalities of Selection process (stage I and Stage II) by the District Level Selection Committee. The details terms & Conditions are available in District Website: gajapati.nic.in

1	Name of the Post	District Social Auditor
2	No. of Post	01 (One)
3	Key Responsibilities	<ul style="list-style-type: none">➤ Will participate in drawing up the monthly schedule of social audits to be held in a district.➤ Will be responsible for identification and training of village Social Resources persons or facilitators to help carry out Social Audits in the respective blocks.➤ Mobilizing wage seekers on MGNREGS programmes and Social Audit.➤ Providing awareness and information regarding MGNREGS to workers and panchayat residence.➤ He/She will responsible for collecting all the information from the Block Office and cross checking that the information is complete. Will report any delay or shortcoming in providing information immediately.➤ Should ensure that wall paintings as mandated in the Operational Guidelines are completed and updated in the GPs that they operate in.➤ Will be responsible for coordinating the team assigned to him/her and conduct a free and fair social audit process at the village Block level.➤ Will responsible for ensuring that the Social Audit report is written and related photo copies of evidence from given record and evidences are collected from the stakeholders by due process during the Social Audit process.➤ Will be responsible for presenting the Social Audit reports in the public hearing without any dilution and state the facts as has been communicated by the stake holders.➤ Will be responsible for submitting the final Social Audit reports as well as decision taken formats to the administration as well as the SAU after the completion of the Social Audit process and the public hearing.➤ Will participate and facilitate the follow-up appraisal meetings every fortnight on a regular basis along with the village Social Auditors and mobilize workers to attend the review meeting held by the PO.

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		<ul style="list-style-type: none"> ➤ Will submit the appraisal reports to the Social Audit Follow-up Cell at the District level and SAU at the State Level. ➤ Will participate in trainings imparted to them as part of their overall development and growth as DRPs. ➤ Will be responsible for maintaining accounts of all expenditure of the Social Audit resources team and presenting this information at the Social Audit public hearing on charts as per pre-determined formats and through a brief oral presentation at the public hearing. ➤ Will ensure that an opportunity is provided for comments about the Social Audit facilitators which will be placed on record and sent to the State SAU.
4	Eligibility	<ul style="list-style-type: none"> ➤ Graduation in any field ➤ 3 years of experience in Social work / Social Audit / right based activities with ample knowledge in Computer application. ➤ Upper age limit 45 years as on 01/01/2019.
5	Emoluments	<ul style="list-style-type: none"> ➤ Rs. 24,000/- (fixed), TA & DA will be provided as per norm of the Society.

Interested persons may submit their application in the prescribed application format to be downloaded from the District Portal with detail testimonial/ credentials by Regd. Post / Speed Post latest by 26.06.2019 in the following address. The contract engagement will be initially for (01) one year.

~~Collector-cum-DPC,
MGNREGS, Gajapati.~~

Enl: - Application Form.

Memo No. 2248 /DRDA

Dated. 03.06.2019

Copy to the Notice Board of DRDA / Collectorate, Gajapati.

Copy to all BDOs of Gajapati District for wide Publicity.

Copy to DIO, NIC Gajapati for web host in the District Portal.

~~Collector-cum-DPC,
MGNREGS, Gajapati.~~



APPLICATION FORM

POST APPLIED FOR:

PERSONAL DETAIL:

1. NAME:
2. FATHER'S NAME:
3. MOTHER'S NAME:
4. NAME OF THE HUSBAND:
(In case of Married Female applicant)
5. NATIONALITY:
6. RELIGION:
7. GENDER:
8. DATE OF BIRTH:

Affix 2nos.of
recent
coloured
Passport Size

EDUCATION:

Exam	Stream	Board/University	Year of Passing	Division	Percentage

EXPERIENCE:

Sl No	Total Experience	Experience Detail

Reason for suitability of the Post: _____

ADDRESS:

PRESENT	PERMANENT
AT:	AT:
P.O:	P.O:
Dist:	Dist:
Pin:	Pin:
Mobile:	Mobile:
Email:	Email:

DECLARATION:

I hereby declare that, all the above information are true and genuine in my belief.

Date:

Signature

Place: