



## शबरी आदिवासी वित्त व विकास महामंडळ मर्यादित, नाशिक-४२२ ००२

रजि. ऑफीस - " आदिवासी विकास भवन ", ३ रा मजला, राम गणेश गडकरी चौक, जुना आग्रा रोड, नाशिक-२  
दुरध्वनी - (०२५३) २३१५८६०,

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जा. क्र. शआविविम/प्रशा./ २२३९/२०२४

### जाहिरात

शबरी आदिवासी वित्त व विकास महामंडळ, मुख्य कार्यालय नाशिक अंतर्गत उद्योजकता व कौशल्य विकास प्रकल्प (Skill Development) व उपजिविका वृद्धी (Livelihood) कक्षात आवश्यक असलेली खालील पदे निव्वळ कंत्राटी पध्दतीने/मानधन तत्वावर भरणे आहे.

अ. क्र.	पदाचे नाव	पदांची संख्या
१.	सल्लागार- माहिती व तंत्रज्ञान	०१
२.	सल्लागार – वित्त (Finance Expert)	०१

उपरोक्त पदांसाठी पात्र उमेदवारांना संपूर्ण आवश्यक कागदपत्रांसह दिनांक ११.१०.२०२४ रोजी सकाळी ११:०० वा शबरी आदिवासी वित्त व विकास महामंडळ मर्या., नाशिक यांचे मुख्य कार्यालय आदिवासी विकास भवन, ३ रा मजला, राम गणेश गडकरी चौक, जुना आग्रा रोड नाशिक-२ येथे **Walk-in-Interview** साठी आवश्यक कागदपत्रांसह उपस्थित राहण्याचे आवाहन करण्यात येत आहे.

-स्वा-

(लीना बनसोड भा.प्र.से)

व्यवस्थापकिय संचालक

शबरी आदिवासी वित्त व विकास महामंडळ,

नाशिक-०२

## 1. Consultant – IT (Skill Development Project)

<b>Designation</b>	:	Consultant – IT (Skill Development Project)
<b>Post</b>	:	01
<b>Age</b>	:	Not more than 50 Years
<b>Period</b>	:	The position will be for 11 months on contract basis.  Further contract renewal will be on requirement and performance based.
<b>Location</b>	:	Nashik
<b>Education Qualification</b>	:	Graduate Degree in Computer Science (BE/B.Tech Comp./BCA/BCS)  Knowledge of Marathi Language and MS Office is essential.
<b>Experience</b>	:	At least 05 years of working experience in Information and Technology sector. Experience in handling websites related to government departments and skill development projects is preferred.
<b>Remuneration</b>	:	Maximum up to Rs.65,000/- per month.
<b>Duties &amp; Responsibilities</b>	:	<ul style="list-style-type: none"> <li>• Regular coordination with Maharashtra State Skill Development Society for Mahaswayam web portal.</li> <li>• Managing a project website to disseminate information.</li> <li>• Planning and setting up the necessary IT infrastructure for the project, including hardware (computers, laptops, servers) and software (operating systems, applications).</li> <li>• Implementing and managing the Learning Management System (LMS) platform for delivering training content.</li> <li>• Developing and uploading training materials, assessments, and resources onto the LMS.</li> <li>• Tracking Project progress and generating reports.</li> <li>• Collecting, organizing, and analysing project data related to learner performance, training outcomes, and program effectiveness.</li> <li>• Developing reports and dashboards to visualize data and provide insights.</li> <li>• Ensuring data privacy and security.</li> <li>• Providing IT support to project staff, trainers, and learners.</li> <li>• Conducting IT training sessions for project stakeholders as needed.</li> <li>• Troubleshooting technical issues and providing solutions.</li> <li>• Utilizing social media platforms to promote the project and engage with stakeholders.</li> <li>• Setting up and managing virtual meetings and training sessions.</li> <li>• Fulfilling all additional responsibilities assigned by superiors.</li> </ul>
<b>Selection Process</b>	:	Walk – in – Interview

## 2. Consultant- Finance

<b>Designation</b>	:	<b>Consultant- Finance</b>
<b>Post</b>	:	01
<b>Age</b>	:	Not more than 50 Years
<b>Period</b>	:	The position will be for 11 months on contract basis. Further contract renewal will be on requirement and performance based.
<b>Location</b>	:	Nashik
<b>Education Qualification</b>	:	Post Graduate (M.com/MBA-Finance/ CA Inter)  Knowledge of Marathi Language and MS Office is essential. Knowledge of Tally Software is essential
<b>Experience</b>	:	At least 05 years of experience of working in the field In-depth knowledge of government accounting and financial management principles, double entry system  Experience of working in government organization/sector is preferred.
<b>Remuneration</b>	:	Maximum up to Rs.65,000/- per month.
<b>Duties &amp; Responsibilities</b>	:	<ul style="list-style-type: none"> <li>• Developing and implementing financial plans and budgets.</li> <li>• Conducting financial feasibility studies for new projects or initiatives.</li> <li>• Preparing financial statements, final accounts as per company act and reports in accordance with government accounting standards.</li> <li>• Ensuring timely and accurate financial reporting.</li> <li>• Analysing financial data to identify trends and patterns.</li> <li>• Conducting cost-benefit analyses of various programs and projects.</li> <li>• Identifying opportunities for cost reduction and efficiency improvements.</li> <li>• Providing financial advice to management on decision-making.</li> <li>• implementing internal controls to safeguard financial assets.</li> <li>• Complying with financial regulations and policies.</li> <li>• Filing of GST Returns.</li> <li>• Ensuring compliance with grant regulations and reporting requirements.</li> <li>• Monitoring grant expenditures and performance.</li> <li>• Monitoring tax compliance and enforcement.</li> <li>• Strengthening financial management systems and processes.</li> <li>• Building capacity within the government finance department.</li> </ul>

		<ul style="list-style-type: none"> <li>• Coordinating with external auditors.</li> <li>• Ensuring compliance with government financial regulations and standards.</li> <li>• Identifying and addressing audit findings.</li> <li>• Managing government cash flow and investments.</li> <li>• Fulfilling all additional responsibilities assigned by superiors.</li> </ul>
<b>Selection Process</b>	:	Walk – in – Interview

**Note: Retired Government Officers class II and above as well as Bank Officers with relevant experience may also come for Interview. Age criteria for such candidates shall not be applicable.**