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

## <u>जाहिरात</u>

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
ર.	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)

Location         :         Nashik           Education Qualification         :         Graduate Degree in Computer Science (BE/B.Tec Comp./BCA/BCS)           Knowledge of Marathi Language and MS Office is essential.         Experience         :           Experience         :         At least 05 years of working experience in Information ar Technology sector. Experience in handling websites related to governmendepartments and skill development projects is preferred.           Remuneration         :         Maximum up to Rs.65,000/- per month.           Duties & Responsibilities         :         • Regular coordination with Maharashtra State Sk Development Society for Mahaswayam web portal.           •         Managing a project website to disseminate information.         • Planning and setting up the necessary IT infrastructure for the project, including hardware (computers, laptop servers) and software (operating systems, applications).           •         Implementing and managing the Learning Manageme System (LMS) platform for delivering training content.           •         Developing and uploading training material assessments, and resources onto the LMS.           •         Tracking Project progress and generating reports.           •         Collecting, organizing, and analysing project data relate to learner performance, training outcomes, and prograt effectiveness.           •         Developing reports and dashboards to visualize data ar provide insights.           •         Ensuring data privacy a	Designation	:	Consultant – IT (Skill Development Project)	
Period       :       The position will be for 11 months on contract basis.         Further contract renewal will be on requirement and performance based.       Interpret the pretion of the pre	Post	:	01	
Period       :       The position will be for 11 months on contract basis.         Further contract renewal will be on requirement and performance based.       Interpret the contract renewal will be on requirement and performance based.         Education       :       Graduate Degree in Computer Science (BE/B.Tect Comp./BCA/BCS)         Knowledge of Marathi Language and MS Office is essential.       Experience         Experience       :       At least 05 years of working experience in Information ar Technology sector.         Experience       :       At least 05 years of working experience in Information ar Technology sector.         Experience       :       At least 05 years of working experience in Information ar Technology sector.         Experience       :       At least 05 years of working experience in Information.         Duties &       :       • Regular coordination with Maharashtra State Sk Development Society for Mahaswayam web portal.         •       Manging a project website to disseminate information.       • Planning and setting up the necessary IT infrastructure for the project, including hardware (computers, laptop servers) and software (operating systems, applications).         •       Implementing and managing the Learning Managemen System (LMS) platform for delivering training content.         •       Developing and uploading training material assessments, and resources onto the LMS.         •       Tracking Project progress and generating reports. <tr< th=""><th>Age</th><th>:</th><th colspan="2">Not more than 50 Years</th></tr<>	Age	:	Not more than 50 Years	
Location       Image: Nashik         Education       Image: Graduate Degree in Computer Science (BE/B.Tect Comp./BCA/BCS)         Qualification       Image: Knowledge of Marathi Language and MS Office is essential.         Experience       Image: At least 05 years of working experience in Information ar Technology sector. Experience in handling websites related to governmed departments and skill development projects is preferred.         Remuneration       Image: Maximum up to Rs.65,000/- per month.         Duties & Responsibilities       Image: Regular coordination with Maharashtra State Sk Development Society for Mahaswayam web portal.         Image: Planning and setting up the necessary IT infrastructure for the project, including hardware (computers, laptop servers) and software (operating systems, applications).         Implementing and managing the Learning Management System (LMS) platform for delivering training material assessments, and resources onto the LMS.         Implementing and managing the Learning Management System (LMS) platform for delivering training reports.         Collecting, organizing, and analysing project data relate to learner performance, training outcomes, and prograte effectiveness.         Developing reports and dashboards to visualize data ar provide insights.         Ensuring data privacy and security.         Providing IT support to project staff, trainers, and learner Conducting IT training sessions for project stakeholder as needed.			Further contract renewal will be on requirement and performance	
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<ul> <li>engage with stakeholders.</li> <li>Setting up and managing virtual meetings and trainin sessions.</li> <li>Fulfilling all additional responsibilities assigned to superiors.</li> </ul>			<ul> <li>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>	
Selection     :     Walk – in – Interview       Process     Image: Selection of the selection		:	· · · · · · · · · · · · · · · · · · ·	

## 2. Consultant- Finance

Designation	:	Consultant- Finance
Post	:	01
Age	:	Not more than 50 Years
Period	:	The position will be for 11 months on contract basis. Further contract renewal will be on requirement and performance
		based.
Location	:	Nashik
Education	:	Post Graduate (M.com/MBA-Finance/ CA Inter)
Qualification		Knowledge of Marathi Language and MS Office is essential.
		Knowledge of Tally Software is essential
Experience	:	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.
Remuneration	:	Maximum up to Rs.65,000/- per month.
Duties &	:	Developing and implementing financial plans and budgets.
Responsibilities		<ul> <li>Conducting financial feasibility studies for new projects or initiatives.</li> </ul>
		<ul> <li>Preparing financial statements, final accounts as per</li> </ul>
		company act and reports in accordance with government accounting standards.
		<ul> <li>Ensuring timely and accurate financial reporting.</li> </ul>
		<ul> <li>Analysing financial data to identify trends and patterns.</li> </ul>
		<ul> <li>Conducting cost-benefit analyses of various programs and projects</li> </ul>
		projects.
		<ul> <li>Identifying opportunities for cost reduction and efficiency improvements.</li> </ul>
		<ul> <li>Providing financial advice to management on decision-</li> </ul>
		making.
		• implementing internal controls to safeguard financial assets.
		Complying with financial regulations and policies.
		Filing of GST Returns.
		• Ensuring compliance with grant regulations and reporting
		requirements.
		Monitoring grant expenditures and performance.
		Monitoring tax compliance and enforcement.
		<ul> <li>Strengthening financial management systems and processes.</li> </ul>
		<ul> <li>Building capacity within the government finance department.</li> </ul>

		Coordinating with external auditors.
		• Ensuring compliance with government financial regulations
		and standards.
		<ul> <li>Identifying and addressing audit findings.</li> </ul>
		<ul> <li>Managing government cash flow and investments.</li> </ul>
		Fulfilling all additional responsibilities assigned by superiors.
Selection	:	Walk – in – Interview
Process		

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.