

Job vacancies

Project Manager

Development Research Communication and Services Centre, an NGO working in the development sector for about 40 years, is going to recruit a Project Manager for the implementation of a project named "**SEWOH- Strengthening Climate-Resilient Agriculture for Marginalised Smallholders in the Dry Areas of West Bengal, India**"

The interested candidates can apply with their complete signed Bio Data to the following address :

DRCS
58A Dharmotola Road, Bosepukur, Kasba, Kolkata – 700042
Phone : 033-2442 7311

Online applications can be sent to recruitment@drcsc.org/ admin@drcsc.org

1. The Candidate must be within 45 years of age
2. Masters in Agriculture and Rural Development is Preferable.
3. Should be able to communicate in Bengali, Hindi and English
4. Should be able to make presentation in English and Bengali
5. The experience of working in climate change and resilience, sustainable livelihood projects is preferable.
6. The posting will be in Purulia.
7. Should be able to travel extensively.
8. Salary is negotiable

Will be responsible for the implementation and monitoring of the programme in Purulia and Bankura district; lead project implementation team, provide conceptual and strategic guidance to the team members, lead administrative and management (Program and finance) related activities of the project; design and implementation of trainings, workshops; seminar, programme documentation and reporting; provide support to conduct different research and study under the project and monitoring, coordination of monthly action plans and team meetings; coordination of national dialogue and learning trips; communication with authorities; local advocacy for access to entitlements; crisis management if necessary.

The applications should be sent within 20th September 2021.

Unit Manager

Development Research Communication and Services Centre, an NGO working in the development sector for about 40 years, is going to recruit a Project Manager for the implementation of a project named "**SEWOH- Strengthening Climate-Resilient Agriculture for Marginalised Smallholders in the Dry Areas of West Bengal, India**"

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Phone : 033-2442 7311

Online applications can be sent to admin@drcsc.org/ recruitment@drcsc.org

- The Candidate must be within 45 years of age
- Must be graduate in any stream, MSW is preferable
- Should be able to communicate clearly in Bengali
- Should be able to make Reports in English and Bengali
- The first-hand experience of working with groups and working in sustainable livelihood projects is preferable
- The posting will be in Unit office in Bankura
- Should be able to travel extensively. Able to ride bikes and motor cycles is preferable.
- Salary is negotiable.
- Will be Responsible for the implementation and monitoring of the activities in Birbhum project area; The responsibility is to manage, implement and monitor field level activities, documentation and reporting of activities; implementation of activities according to monthly action plans; communication with local authorities; local level advocacy etc.;

The applications should be sent within 20th September 2021.

Training Assistant (2)

Development Research Communication and Services Centre, an NGO working in the development sector for about 40 years, is going to recruit a Project Manager for the implementation of a project named "**SEWOH- Strengthening Climate-Resilient Agriculture for Marginalised Smallholders in the Dry Areas of West Bengal, India**

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DR CSC
58A Dharmotala Road, Bosepukur, Kasba, Kolkata – 700042
Phone : 033-2442 7311

Online applications can be sent to admin@drcsc.org / recruitment@drcsc.org

- The Candidates must be within 45 years of age
- Must be graduate in any agriculture or rural development
- Should be able to communicate clearly in Bengali
- Should be able to make Reports in English and Bengali
- The first-hand experience of in capacity building projects is preferable. Should have experience in delivering training to the grassroot people.
- The posting will be in Unit offices in Purulia and Bankura
- Should be able to travel extensively. Able to ride bikes and motor cycles is preferable.
- Salary is negotiable.

Will be Responsible for the Development of training materials and content; organisation and coordination of training for target group; technical overarching support for transfer of productive capital, development of business plans and implementation of IGAs; communication with authorities (especially agricultural and livestock authorities).

- **The applications should be sent within 20th September 2021.**

Project Accountants (2)

Development Research Communication and Services Centre, an NGO working in the development sector for about 40 years, is going to recruit a Project Manager for the implementation of a project named "**SEWOH-** **Strengthening Climate-Resilient Agriculture for Marginalised Smallholders in the Dry Areas of West Bengal, India**

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DRSCC

58A Dharmotala Road, Bosepukur, Kasba, Kolkata – 700042

Phone : 033-2442 7311

Online applications can be sent to admin@drcsc.org / recruitment@drcsc.org

- The Candidate must be within 45 years of age
- Minimum qualification should be graduate in Commerce
- Should be able to communicate in Bengali, Hindi and English
- Should be able to make presentation in English and Bengali
- At least 3 years' experience is preferable
- The posting will be in Kolkata.
- Salary is negotiable.
- Responsible for financial administration and accounting; management of bank transactions; preparation of DRSCC's periodic financial reports; assistance with audits; archiving of documents; payroll accounting and disbursement; assisting the target group with initial purchase of productive goods; review of CSOs' cash books at village level; logistical support for trainings and in-service training; other administrative work in coordination with the Project Manager and Unit Manager.