



SUCHITWA MISSION
Local Self Government Department
Government of Kerala

No. SWM/WI/06/2024

June 07, 2024

NOTIFICATION

The Centre for Management Development (CMD) on behalf of Suchitwa Mission invites application from qualified and competent candidates for appointment to the post of **Programme Officer** on contract basis. Interested candidates may apply via ONLINE mode only by filling the prescribed application form given in the website of Centre for Management Development (CMD), Thiruvananthapuram (<https://cmd.kerala.gov.in>). The online application submission link will open on **12.06.2024 (10.00 am)**. The last date for submitting the online application will be **25.06.2024 (5.00 pm)**.

About SUCHITWA MISSION

Suchitwa Mission is the Technical Support Group (TSG) in Waste Management sector under the Local Self Government Department, Government of Kerala. It is responsible for providing technical and managerial support to the Local Self Governments of the State. Also responsible for conceptualizing, action planning, conducting creative workshops, organizing training programmes, initiating sector related studies, bringing out occasional papers, initiating action research, conducting monitoring and such other activities in Waste Management Sector. The Mission is also the Nodal agency for implementing Swachh Bharat Mission (Urban), Swachh Bharat Mission (Rural) and Communication and Capacity Development Unit (CCDU) in the State.

DETAILS OF POST

The details regarding the posts, age, qualification, experience, remuneration, etc., are given below.

Sl. No.	Post	Qualification	Experience	Upper Age Limit (as on 01/06/2024)	Consolidated Monthly Salary
1.	Programme Officer (Vacancy - 1)	Post Graduate in Management / Social Work / Rural Management.	3 to 5 years of relevant experience	35 years	Rs.36,000/-

**cut-off date for calculating experience and age is till 01/06/2024*

Roles & Responsibilities of Programme Officer

The Programme Officer shall be responsible for supporting /Coordination all the activities of Suchitwa Mission at the district level. The Programme Officer shall have good knowledge about local situations in the District and have good communication skills .The Programme Officer shall be in continuous touch with Local bodies in the District.

General Instructions

- **Reservations & Age relaxation will be given as per existing Government act & norms.**
- The applicants are required to go through the detailed notification carefully and decide themselves about their eligibility for this recruitment before applying online.
- The qualification stipulated for the post must be from a recognised University /Institute.
- Those applicants having qualification equivalent to any of the prescribed qualification should submit equivalency certificate issued by the competent authority and without such certificate, their candidature shall not be considered.
- SUCHITWA MISSION/ CMD is not responsible for any discrepancy in submitting the application. The applicant should not furnish any false, tampered, fabricated information or suppress any material information while filling up the application form. If the particulars furnished in the Online application form do not tally with the original documents produced by the Candidates his/her candidature will be rejected.
- In the event of any information provided by the candidates being found false or incorrect at any stage, their candidature/engagement is liable to be cancelled/terminated without any notice.
- SUCHITWA MISSION/CMD reserves the right to call for any additional documentary evidence from candidates in support of educational qualifications/ other notified eligibility requirements.
- Canvassing in any form will lead to disqualification.
- SUCHITWA MISSION reserves the right to fill or not fill the post advertised.
- The copy of the Appointment letters, Salary Certificates, pay slip etc. will not be accepted in lieu of work experience certificate.
- Applicants should have a valid personal email ID and mobile no., which should be kept active till the completion of this Recruitment Process. CMD may send intimation to download call letters for Written test/ Interview through the registered e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID and mobile no. before applying on-line and must maintain that email account and mobile number.
- In case of any problems faced by the candidates in filling up the online application form they may contact the HELP DESK on the phone number: 0471 2320101 ext: 237,250 between 10 am and 5:30 pm on working days (Monday – Friday).

**Sd/-
Authorized Signatory**