**Hiring of State Manager/ Executive (At PSIG State Office-Bhubaneswar)**

SIDBI is seeking to hire the services of One State Manager on contract basis to provide support to State Directors, Theme Leaders and Team Leaders in performing of their Duties/Services efficiently. Necessary details on this assignment are provided below.

**About the PSIG Programme:**

* Poorest States Inclusive Growth Project (PSIG) is one of the first private sector projects supported by the UKAid from the Department for International Development (DFID) and is being implemented by SIDBI. The programme aims to enhance the income and employment opportunities of poor women and men in 8 low income States by enabling them to participate and benefit from wider economic growth in India. The purpose of the programme is to improve income, and reduce vulnerability, of poor people and small producers, by expanding their access to finance and markets.
* PSIG has two separate, interlinked components viz. Component1 - Financial Inclusion and women’s empowerment and Component 2 - Impact Investments.
* Under the Component 1 - Financial Inclusion and women’s empowerment: The programme (duration of 6 years) shall improve access for poor men and women to a variety of financial services in the 4 low income states (Bihar, Orissa, Madhya Pradesh and Uttar Pradesh); will facilitate improving the policy environment for microfinance and will empower women in terms of improved financial literacy, legal entitlements and other gender related issues.
* PSIG is expected to leverage private sector financial and technical resources to reach up to 12 million direct and indirect beneficiaries.

**CONTRACTUAL STATUS AND DURATION:**

The position will be a contractual position with SIDBI for 3 years i.e. up to March 31, 2018 or till the completion of project whichever is earlier, subject to successful annual review.

**JOB PROFILE**

* Support State Directors, Theme leaders and Team Leader of PMU in effective discharge of their assigned roles
* Manage State level programme accounts, disbursements, audits and periodic reporting to PMU under various outputs.
* Keeping in touch with Micro Finance sectoral developments and prepare updates on state level issues.
* Document project progress through various internal reporting mechanisms.
* Represent PSIG in various state level seminars/workshops, meetings etc. and brief PMU on the same.
* Close interaction with various stakeholders of PSIG at the state level for effective implementation of various outputs under PSIG.

The expert shall be attached on full time basis as State Manager/ Executive with SIDBI PSIG Programme Management Unit (PMU) for DFID Project at State office Bhubaneswar.

**ELIGIBILITY**

1. Masters Degree in social sciences, commerce, management, Rural Management or similar disciplines.
2. Minimum 2 years experience in micro finance, providing technical assistance to MFIs/SHPIs; Desirable – knowledge of gender issues and policy advocacy ;
3. Experience of working in the concerned state and DFID/other donor supported programmes is desirable;
4. Experience in leveraging commercial loan/equity funds for financial services for the poor; understanding of sector regulations;
5. Proven ability and experience in report writing, project proposal preparation and analysis;
6. Excellent communication skills, professional maturity and business judgment;
7. Excellent written and oral communication skills in both English and Hindi, and ability to communicate in both languages;
8. Ability to communicate in local language (state language) is desirable.
9. personnel’s from PSU, Banks and Government having similar experience may also apply for the position for deployment on deputation basis through proper channel.

**COMPENSATION**

The compensation for shall be in the range of **Rs. 0.60 Lakh – Rs. 0.90 Lakh per month** (all inclusive). Suitable enhancement may be considered for deserving candidates.

**GENERAL INFORMATION**

1. **Candidates are advised** that they should not furnish any particulars or information that are false, tampered/fabricated or should not suppress any material information while applying on line. **In case it is detected at any stage that a candidate does not fulfill any of the eligibility criteria for the post applied for and / or that he / she has furnished any incorrect information or has suppressed any material fact(s), his / her candidature will stand cancelled. If any of these shortcomings is / are detected even after the appointment, his/her services are liable to be terminated.**
2. Selection would be by way of written test and personal interview to be held at New Delhi/Bhubaneswar. The Bank will undertake a preliminary screening of the applications for preparing, if necessary, a shortlist of eligible candidates to be called for interview. Thus, merely fulfilling the requirements laid down in the advertisement would not automatically entitle any candidate to be called for interview. The date of written test / interview will be advised to the shortlisted candidates in due course.
3. Candidates short listed for interview shall have to produce all **certificates in original** for verification of their age, educational qualification, category, experience details, etc. **at the time of interview. Failure to produce the same shall render the candidate ineligible for the recruitment process.**

**HOW TO APPLY:**

Interested candidate should apply within 14 days from the publication of advertisement through email to statemgr-sidbi@spc.co.in.

**Last Date to Apply-** 14 days from the date of advertisement.