

MAHARASHTRA INSTITUTION FOR TRANSFORMATION - MITRA.

5TH floor, Nirmal Building, Nariman Point Mumbai 400 021

With reference to the letter from State Support Mission, NITI Aayog No. F.No.M-12011/2/11/23-SSM date. 19 the June 2024, Maharashtra Institution for Transformation, hereby invites application for contractual posts from eligible candidates for Project Implementation unit (PIU). The details of the posts as given below

Sr.No.	Name of the post	Details of the post.
1	Team Leader no. of post 1	Masters in Economics or MBA in Finance or Post Graduate Diploma in Management with considerable amount of field experience post highest qualifications
		Minimum 10 (ten) years' experience relevant to the job description.
		Age below 50 years on the date of Advertisement.
	Remuneration	Rs, 1,50,000 (Consolidated inclusive of all)
2	Sector Expert No. of posts 8	Masters in subject relevant to Sector, MBA or Post Graduate Diploma in Management with special subject relevant to the sector
		Minimum 08(eight) years' experience relevant to the job description.
		Age below 50 years on the date of Advertisement.
	Remuneration	Rs, 1,00,000 (Consolidated inclusive of all)

Prescribed format of application, details of job description, preferable qualifications, Sectors and skills etc. can be explored by clicking the link provided on website <https://mahamitra.org> and <https://maharashtra.gov.in>. Application may be sent from **19/12/2024 to 02/01/2025** online to the e-mail admin-mitra@mah.gov.in with CV and relevant documents.

Jt. Chief Executive Officer,
Maharashtra Institution for Transformation- MITRA

State support Mission

1) Name of the Position – Team Leader

1	Name of Position	Team Leader
2	Number of Positions	1 (One)
3	Method of Recruitment	Contractual Through Open market
4	Age Limit	Candidate should be below 50 years of age as on the date of advertisement
5	Period of Contract	For a period of 1 (one) Year
6	Location of Posting	State headquarters
7	Remuneration (per month)	Rs. 1,50,000/- (Consolidated inclusive of all)
8	Education qualification	<p>Essential Masters in Economics or MBA in Finance or Post Graduate Diploma in Management with considerable amount of field experience post highest education.</p> <p>Desirable Persons with advanced diploma or degree in M &E, Project Appraisal & Risk Management, additional qualifications, and published papers in the relevant field would be preferred</p>
9	Experience	<p>Preference will be given to persons with on-field experience with State government, work experience in project management, project appraisal, monitoring & evaluation, policy advocacy in the areas of governance, development-related projects, and programme implementation.</p> <p>Candidates should also have demonstrated experience relating to leading teams, managing projects, as well as considering stakeholder engagement.</p> <p>The experience of internship/training will be considered.</p>
10	Job Description/ Duties & Responsibilities	<ul style="list-style-type: none"> • Maintain synergy between the State Planning Department, LKI and NITI Aayog • To assist MITRA in achieving its objectives in collaboration with NITI Aayog and the LKI. • Preparation of development strategies, sectoral targets, socio economic goals and State Vision@2047, as per the State's requirements and roadmap to Achieve • Draft Policy briefs, presentations and other documents. • Coordination with development partners and technical agency concerned. • Support mechanisms for strengthening horizontal and vertical coordination within Government. • Assist State in strengthening the innovation ecosystem. • Assist State in strengthening the monitoring & evaluation ecosystem • Create and facilitate cross learning platforms • Documentation of activities performed under MITRA • Preparation of the State, regional and sectoral reports on regular basis • Regular update on progress in State using the dashboard/portal maintained by MITRA

		<ul style="list-style-type: none"> • Plan and organise workshops and other events related to the MITRA, including preparation of inputs for the workshop. • Perform such other functions as may be necessary for the interest of the Mission.
11	Knowledge and Skills	<ul style="list-style-type: none"> • Experience in stakeholder management • Experience in drafting reports and reviewing detailed project reports • Prior experience with Government, UN agencies and other international organizations is desirable. • Knowledge and experience related to National / State Planning • Excellent Analytical and Problem-solving skills.
12	Languages Requirements	Excellent verbal and written English and Marathi language skills and demonstrate ability to communicate effectively in a multi-cultural environment
13	Leave	Entitled to have State government enlisted holidays Individuals will be entitled to leaves of 18 days in the entire year.
14	How to apply	Eligible candidates may apply online using the link provided within 15 days (02/01/2025 up to 5.00pm) from the date of publication of advertisement in newspaper. (the day of advertised publication will be counted day 1)

State support Mission

2) Name of the Position – Sector Expert

1	Name of Position	Sector Expert								
2	Number of Positions	Maximum 8 (Eight)								
3	Method of Recruitment	Contractual Through Open market								
4	Age Limit	Candidate should be below 50 years of age as on the date of advertisement								
5	Period of Contract	For a period of 1 (one) Year								
6	Location o Posting	State headquarters								
7	Remuneration (per month)	Rs. 1,00,000/- (Consolidated inclusive of all)								
8	Education qualification	<p>Essential Masters in (<i>Special subject</i>) or MBA in Finance or Post Graduate Diploma in Management with specified sector with considerable amount of field experience post highest education. Refer to <i>The list of sectors</i> for special subject. These sectors are indiacative.</p> <p style="text-align: center;">SECTORS</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">1) Human resource management</td> <td style="width: 50%;">5) Information Technology with Data Analytics.</td> </tr> <tr> <td>2) Rural Development and Panchayat Raj & social safeguard</td> <td>6) Industries and foreign investments</td> </tr> <tr> <td>3) Economics and finance</td> <td>7) AI and Machine learning.</td> </tr> <tr> <td>4) Environment and Sustainability</td> <td>8) Infrastructure development and urban planning, land resource management.</td> </tr> </table> <p>Desirable Persons with advanced diploma or degree in (Specified sector) published papers in the relevant field would be preferred</p>	1) Human resource management	5) Information Technology with Data Analytics.	2) Rural Development and Panchayat Raj & social safeguard	6) Industries and foreign investments	3) Economics and finance	7) AI and Machine learning.	4) Environment and Sustainability	8) Infrastructure development and urban planning, land resource management.
1) Human resource management	5) Information Technology with Data Analytics.									
2) Rural Development and Panchayat Raj & social safeguard	6) Industries and foreign investments									
3) Economics and finance	7) AI and Machine learning.									
4) Environment and Sustainability	8) Infrastructure development and urban planning, land resource management.									
9	Experience	<ul style="list-style-type: none"> • Minimum 8 (eight) years' experience relevant to the job description. • Preference will be given to persons with work experience in specific sector, implementation of programmes. • Candidates should also have demonstrated experience relating to leading teams, managing projects, as well as considering stakeholder engagement. • The experience of internship/training will be considered. 								
10	Job Description/ Duties & Responsibilities	<ul style="list-style-type: none"> • Maintain synergy between the State Planning Department, LKI and NITI Aayog. • To assist MITRA in achieving its objectives in collaboration with NITI Aayog and the LKI. • Preparation of development strategies, sectoral targets, socio economic goals and State Vision@2047, as per the State's requirements and roadmap to Achieve • Draft Policy briefs, presentations and other documents. • Coordination with development partners and technical agency concerned. 								

		<ul style="list-style-type: none"> • Support mechanisms for strengthening horizontal and vertical coordination within Government. • Assist State in strengthening the innovation ecosystem. • Assist State in strengthening the monitoring & evaluation ecosystem • Create and facilitate cross learning platforms • Documentation of activities and emerging good practices performed by MITRA • Support preparation of the State, regional and sectoral reports on regular basis • Support regular update on progress in State using the dashboard/portal maintained by MITRA • Support in organising workshops and other events related to the MITRA, including preparation of inputs for the workshops. • Any other tasks assigned by the supervisor (Tam Leader) as may be necessary in the interest of the Mission
11	Knowledge and Skills	<ul style="list-style-type: none"> • Experience in stakeholder management • Experience in carrying out research and preparing policy briefs • Experience in drafting reports and reviewing detailed project reports. • Prior experience with Government, UN agencies and other international organizations is desirable • Knowledge and experience related to National / State Planning • Excellent Analytical and Problem-solving skills.
12	Languages Requirements	Excellent verbal and written English and Marathi language skills and demonstrate ability to communicate effectively in a multi-cultural environment.
13	Leave	Entitled to have State government enlisted holidays Individuals will be entitled to leaves of 18 days in the entire year.
14	How to apply	Eligible candidates may apply online using the link provided within 15 days (02/01/2025 up to 5.00pm) from the date of publication of advertisement in newspaper. (the day of advertised publication will be counted day 1)



Maharashtra Institution for Transformation (MITRA)
Department of Planning,
Government of Maharashtra
5th floor, Nirmal Building, Nariman Point, Mumbai - 400021

Application Form for the engagement of positions under SSM on contract basis

(Interested and eligible candidates may submit their application through email at admin-mitra@mah.gov.in latest by **02th January 2025** along with a detailed CV and relevant documents)

Personal Information	
Applicant Name	
Position Applied for (as mentioned in the ToR)	
Total years of experience (in years)	
Date of Birth	
Father's/ Mother's/ Guardian's Name	
Gender	
Nationality	
Contact Number	
Email Address	
Present Address	
Permanent Address (If different from present address)	

Educational qualification
(In reverse order, starting from the latest)

S.No.	Name of University/ Institution/ Board	Degree	Subjects	Year of passing	% of obtained marks
1.					
2.					
3.					
4.					
5.					

Work experience in the relevant field (s):

S.No.	Name of employer (Govt./ PSU/ Ministry/ Department/ Private/Other)	Designation	CTC (in lacs)	Joining Date	Relieving Date	Total Experience (in years)	Nature of work/ experience
1.							
2.							
3.							
4.							
5.							

Declaration:

I hereby declare that the information provided in this application form is true and accurate to the best of my knowledge. I understand that any false information may lead to the rejection of my application or termination of the contract (if engaged).

(Signature of the applicant)

Date

