



CENTRE FOR MANAGEMENT DEVELOPMENT
(An Autonomous Institution under Government of Kerala)

No.CMD/KDISC/05-02/2019

May 28, 2019

NOTIFICATION

The Centre for Management Development (CMD) invites applications from competent and qualified candidates to the posts of *Program Executive– Project Manchadi* and *Program Executive – Project Mazhavillu* at the **Kerala Development & Innovation Strategic Council (K-DISC) on contract basis**. Interested candidates are required to apply via **ONLINE** mode only by filling up and submitting the prescribed application form posted on the websites of K-DISC (www.kdisc.kerala.gov.in) or CMD Thiruvananthapuram (www.cmdkerala.net). The online application submission link will be open on **29-05-2019 (9:00 AM)**. The last date for submitting the online application is **30-06-2019 (5:00 PM)**.

About K-DISC& Project Mazhavillu

The Kerala Development and Innovation Strategy Council (K-DISC) is an advisory body constituted by the Government of Kerala in 2018, under the aegis of the Chief Minister, in order to develop strategies to foster a culture of innovation in the state and improve interventions in the state's development sector.

'**Manchadi**' (**Teach Mathematics for Kerala**) aims at improving the proficiency of children, at the primary level, in Mathematics by developing a Community Math Lab (CML) for child-centered, activity-based learning and teacher guided re-intervention of mathematics.

'**Mazhavillu**' (**Teach Science for Kerala**) aims at improving proficiency of children, at the primary level, in Science by developing and using a methodology of integrated teaching and learning based on the approach of Conceptual Change.

The selected and appointed *Program Executives*– for both *Project Manchadi & Project Mazhavillu*, will play the role of facilitators/coordinators managing the activities of the Projects, ensuring the smooth running of the various centers under the projects across the state.

Candidates will have to work from the K-DISC Headquarters in Thiruvananthapuram and travel extensively to any of Project locations across the state.

Current total number of vacancies in the posts is 3 (THREE) [1 (ONE) Program Executive for Project Manchadi, 2 (TWO) Program Executives for Project Mazhavillu] (may vary).

Note: Candidates will have to upload their passport size photograph (taken within six months), signature and copies of certificates proving qualification and experience while submitting the application. The photograph and signature must be in JPEG format. The size of the photograph must be less than 200 KB and the size of the Signature should be less than 50 KB. The copies of certificates shall be either in JPEG format or in PDF and shall not exceed 3 MB size.

DETAILS OF POSTS

The details regarding the qualification, experience, remuneration, etc., are given in the table below.

Sl. No.	Post	Qualification [@]	Experience	Age Limit (as on 01-10-2018) [#]	Indicative Remuneration (Per Month in Rs.) [*]
1	<p>Program Executive – Project Manchadi (Teach Mathematics for Kerala)</p> <p>[Program Executives will have to facilitate, coordinate all the Project Manchadi related activities in tandem with the district level centers and ensure the smooth running of this project]</p>	<p>First class, full time MBA/M. SW/MSc in Physics, Chemistry, Zoology, Botany, Applied Sciences, Social Sciences or Post Graduation in Journalism, Mass Communication, Video Communication, Media Studies or B. Tech/ Engineering or equivalent</p> <p>[Candidate must have at least a minor level exposure to Mathematics at the graduate level with 3 years of relevant experience]</p> <p>Essential Attributes</p> <ul style="list-style-type: none"> • Excellent communication skills in Malayalam and English, written as well as spoken, as evidenced through a written test, • Good Logical, Analytical and Critical Reasoning abilities, as evidenced through analytical and reasoning tests. • Advanced Computer Skills, as evidenced through a practical test. 	<ul style="list-style-type: none"> • Must have demonstrated experience in Project execution, coordination and/or management • Prior experience in social initiatives or government projects is advantageous, especially in the Education sector. 	32	32500

Sl. No.	Post	Qualification [@]	Experience	Age Limit (as on 01-10-2018) [#]	Indicative Remuneration (Per Month in Rs.) [*]
		<p style="text-align: center;"><u>Desirable Attributes</u></p> <ul style="list-style-type: none"> • Ability to take end-to-end ownership of deadline driven activities • Ability to efficiently manage and coordinate with multiple stakeholders across various Project locations • Passionate about communities and social development 			
2	<p>Program Executive – Project Mazhavillu (Teach Science for Kerala)</p> <p><i>[Program Executives will have to facilitate, coordinate all the Project Manchadi related activities in tandem with the district level centers and ensure the smooth running of this project]</i></p>	<p>First class, full time MBA /MSW / MSc in Physics, Chemistry, Zoology, Botany, Applied Sciences, Social Sciences or Post Graduation in Journalism, Mass Communication, Video Communication, Media Studies or B. Tech/ Engineering or equivalent</p> <p>[Candidate must have at least a minor level exposure to Physics, Chemistry, Botany or Zoology at the graduate level] with 3 years of relevant experience</p> <p style="text-align: center;"><u>Essential Attributes</u></p> <ul style="list-style-type: none"> • Excellent communication skills in Malayalam and English, written as well as spoken, as evidenced through a written test, • Good Logical, Analytical and Critical Reasoning abilities, as evidenced through analytical and reasoning tests. • Advanced Computer Skills, as evidenced through a practical test. <p style="text-align: center;"><u>Desirable Attributes</u></p> <ul style="list-style-type: none"> • Ability to take end-to-end ownership of deadline driven activities • Ability to efficiently manage and coordinate with multiple stakeholders across various 	<ul style="list-style-type: none"> • Must have demonstrated experience in Project execution, coordination and/or management <p>Prior experience in social initiatives or government projects is advantageous, especially in the Education sector.</p>	32	32500

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		Project locations • Passionate about communities and social development			

@ - For candidates with proven experience of working with young children of age 6 to 12 in Government/Non- Government Organisations, the qualifications mentioned can be relaxed

- Relaxable in the case of deserving candidates

** - May vary based on qualification and experience*

Only post qualification work experience of the candidate until 01-04-2019 will be considered.

Note:

- Admittance to various stages of the recruitment will be provisional only, and will not confer any claim unless various other conditions of selection process are satisfied. Detailed scrutiny of the credentials will be done before interview/appointment. Any discrepancy found during the detailed scrutiny or at any stage of the recruitment process will result in the rejection of the candidature.*
- Candidates are needed to be stationed at the K_DISC Headquarters in Thiruvananthapuram and should be willing to travel extensively to project locations or other locations as required by K-DISC from time to time.*
- K-DISC reserves the right to shortlist only a limited number of candidates for test/group discussion/interview, as the case may be for the post, based on marks secured in their qualifying examination and/or experience. Candidate should clearly mention the marks scored in their qualifying examination in the application. The conversion of grade/CGPA to percentage would be based on the procedure certified by the University from where they have obtained the degree. The onus of proving the conversion from grade/CGPA to percentage of marks would rest with the candidate.*
- Canvassing in any form will lead to disqualification. In the event of any information provided by the candidate being found false or incorrect at any stage, their candidature/appointment is liable to be cancelled/terminated without any notice. K-DISC reserves the right to fill or not fill the post advertised.*
