



**Anandadhara District Office  
District Mission Management Unit  
District Rural Development cell  
Uttar Dinajpur**

Memo No. 823 / DRDC

Dated: 01/7/25

**NOTICE**

Applications are invited for Empanelment of District Level Trainers under DMMU, WBSRLM with reference to Memo no 137/PRD-3405/6/2022-SRLM SEC-Dept. of PRD dated 24/1/2025 of SMD&CEO, WBSRLM & 1604/PRD-34015/5/2019-SRLM-SEC Dept of PRD dated 18/12/2024 from eligible candidates:-

**A) Eligibility Criteria of DLT:-**

1. May be an Active SHG members/ Sangha/ Mahasnagha leaders/ erstwhile GPRP/erstwhile DRP/ NGO workers who must have at least 3 years of experience as an expert in imparting training to SHG leaders/SHG Federation leaders in various components OR, May be any other person who must have at least 5 years of experience as an expert in imparting training for SHG leaders/SHG Federation leaders in various components.
2. Ordinarily the age limit of the person should be between 25-55 years as on dt of notification
3. Educational Qualification of the person is at least Higher Secondary Pass. Higher level degree/diploma will be preferred.
4. Should have clear and sound knowledge about functioning of SHGs/SHG based federations, Book keeping, Audit, Financial inclusion, MIP. PIP Process, etc.
5. Must have training & communication skills
6. Must have desire to learn new skills & acquire knowledge and is physically fit.
7. Is willing to go outside block / State / District as and when required.
8. Must not continue to act as an office bearer of any Upsangha/ Sangha/Maha-Sangha
9. Cannot continue to act as an employee or office bearer of PRI.
10. Cannot continue to render service as an ICDS worker or as an ASHA activist or as a full-time employee of any government organization/ NGO

**B) Role& Responsibilities of DLTs:-** District Level Trainers are a pool of trainers empanelled under District Mission Management Unit (DMMU) under Anandadhara to provide training and capacity building support for the community as per requirement in different thematic areas under the project.

**C) MODE OF SELECTION-** Written test (80 marks) and Interview on Direct Training Skills (20Marks)

**D) No of DLT to be empanelled-06 (Six)**

**E) Honorarium** –Honorarium will be given on day basis -Maximum-26 days in a month as per WBSRLM Memo no 1604/PRD-34015/8/2019-SRLM SEC-Dept of PRD dated 18/12/2024

F) Mode of Receiving Applications-Application in the enclosed format along with required documents shall be received in Offline Mode at District DRDC & DMMU Office, Karnajhora, Uttar Dinajpur on all working days from 2nd July to 17th July 2025

Admit Card for written test will be issued to eligible candidates on the basis of scrutiny of applications and documents submitted.

If found in any stage of empanelment that any false/fabricated/illegal/forged documents have been submitted by the applicant then his/her application shall be summarily rejected without any information. The undersigned serves the right to cancel the empanelment process without assigning any reason whatsoever.

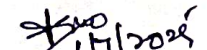

  
Project Director, DRDC  
&  
ADMD, DMMU, Uttar Dinajpur  


Memo no 823/DRDC/DMMU

Dated:- 01.07.2025

Copy Forwarded to:-

- 1) The Additional District Magistrate(G), Uttar Dinajpur
- 2) The Additional District Magistrate(D), Uttar Dinajpur
- 3) The Additional District Magistrate(ZP), Uttar Dinajpur
- 4) The SDO, Raiganj
- 5) The SDO, Islampur
- 6) The DIO, NIC, Uttar Dinajpur with a request to publish in district website
- 7) The DICO, Uttar Dinajpur
- 8-17) The BDO&BMD (All) Uttar Dinajpur
- 18) The CA to District Magistrate & DMD, Uttar Dinajpur

  
Project Director, DRDC  
&  
ADMD, DMMU, Uttar Dinajpur  




**FORMAT FOR APPLICATION OF DISTRICT LEVEL TRAINER (DLT)  
EMPANELMENT AT DRDC/DMMU, UTTAR DINAJPUR UNDER ANANDHARA PROJECT**

**TO BE FILLED IN BLOCK LETTER**

Paste here Self  
attested  
recent PP size  
Photograph

1	NAME	
2	FATHER'S / HUSBAND'S NAME	
3	FULL ADDRESS WITH PIN CODE	
4	E MAIL ID	
5	MOBILE NO. FOR CONTACT	
6	DATE OF BIRTH	
7	AGE	
8	SEX	
9	EDUCATIONAL QUALIFICATION	
10	WHETHER MEMBER OF ANY SELF HELP GROUP UNDER ANANDHARA PROJECT, IF YES STATE THE NAME OF GROUP	
11	ANY EXPERIENCE, PLEASE STATE IN BRIEF. (EXPERIENCE CERTIFICATE TO BE ATTACHED)	
12	SELF ATTESTED PHOTO COPY OF AGE PROOF CERTIFICATE / EDUCATIONAL QUALIFICATION CERTIFICATE TO BE ATTACHED HERewith	a) BIRTH CERTIFICATE OR ADMIT CARD b) CLASS XII / GRADUATION / POST GRADUATION OR ANY HIGHER EDUCATION CERTIFICATE

DATE:

\_\_\_\_\_  
FULL SIGNATURE