NONGSTOIÑ SOCIAL SERVICE SOCIETY
Regn. No. NSR/NSSN - 123 / 07

Diocese of Nongstoin
Tiehsaw, Near Bishop's House,
Nongstoin, West Khasi Hills District,
Meghalaya - 793119, India
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Vacancy of Posts

Name of Post	No. of Post	Eligibility Criteria	Nature of Employment	Location of Posting
Field Coordinator	**1**	Academic Qualification: • Minimum in B.Sc. preferably with Agriculture or Botany Skills & Knowledge required: • Proficiency in English and Khasi Language (written and spoken) • Knowledge of micro-enterprise and micro plan • Knowledge of Financial Management • Efficient in Computer and its application • Communication Skills (verbal Communication- ability to express and articulate). • Capacity to deliver training • Mobilizing Skill. • Building rapport with the community. • Ability to travel extensively	Contractual for a period of 1 year. Renewal will be based on various factors.	Mawthadraishan
Field Coordinator	**1**	Academic Qualification: • Minimum in B.Sc. preferably with Agriculture or Botany Skills & Knowledge required: • Proficiency in English and Garo Language (written and spoken) • Knowledge of micro-enterprise and micro plan • Knowledge of Financial Management • Efficient in Computer and its application • Communication Skills (verbal Communication- ability to express and articulate). • Capacity to deliver training	Contractual for a period of 1 year. Renewal will be based on various factors.	Dambo Rongjeng

		• Mobilizing Skill. • Building rapport with the community. • Ability to travel extensively		
Assistant Accountant	**1**	Academic Qualification: • Minimum in B. Com. Skills and Knowledge required: • Tally • Advanced Computer Course • Fluent in English and Khasi Language	Contractual for a period of 1 year. Renewal will be based on various factors.	Mawthadraishan
Assistant Accountant	**1**	Academic Qualification: • Minimum in B. Com. Skills and Knowledge required: • Tally • Advanced Computer Course • Fluent in English and Garo Language • Ability to travel extensively	Contractual for a period of 1 year. Renewal will be based on various factors.	Dambo Rongjeng

- Because of the urgency of the situation, kindly submit the application along with bio-data/CV and original documents supporting the eligibility criteria in pdf - before or on 7th December 2024 latest by 5:00 pm to pmnsss07@gmail.com. Application submitted after 5:00 pm on 7th December 2024 will not be accepted.
- Contact details (phone no./whats app no./email id) must be furnished in the bio-data/CV for information purpose.
- Shortlisting process will be made on the basis of the fulfilment of the eligibility criteria and the documents submitted.
- Shortlisted Candidates will be put up on our website, and will be informed through email and phone call.
- Date of Interview will be notified later. Please keep yourself update through our website www.nsssmeghalaya.in (Home Page - Notice Board Section).

For clarification: Call 9862721268 (between 01:00 pm to 05:00 pm)

President
Nongstoin Social Service Society

Nongstoin Social Service Society Meghalaya Nongstoin

Dated: Nongstoin, 3rd December 2024