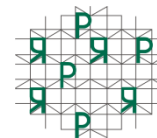


Job Announcement Form
Professional Assistance for Development Action (PRADAN)

Title of position offered	Program Manager
Number of Vacancies	1
Roles and Responsibilities:	<ul style="list-style-type: none">• Responsible for overall management and coordination of the project at the district level, based at Zilla Parishad, Sambalpur; report to CDO-cum-EO (Chief Development Officer cum Executive Officer), Zila Parishad and coordinate with PRADAN leadership.• Ensures project deliverables planning, implementation, and performance in alignment with district priorities and approved plans.• Work in coordination with other project staff to ensure quality execution and timely delivery of outputs.• Ensures preparation of Livelihood and INRM (Integrated Natural Resource Management) plans at district, block, and GP (Gram Panchayat) levels as per project requirement• Conduct training and capacity-building initiatives under Viksit Bharat Guarantee for Rojgar and Ajeevika Mission - Gramin (VB G RAM G), NRLM (National Rural Livelihoods Mission), and other schemes.• Coordinate with line departments, district administration, and stakeholders for convergence and effective implementation.• Ensure regular reporting, data management, and communication with internal and external stakeholders.• Identify, document, and disseminate best practices and learnings.• Prepare reports, data sheets, and presentations as required.• Undertake additional responsibilities as assigned by the reporting authority.
Eligibility criteria	Qualifications and Experience: <ol style="list-style-type: none">1. Post Graduate/MBA/BE/B.Tech preferably in Agriculture, Humanities, Rural Management, Rural Development, Development Studies with minimum 5 years of experience of working in large development and livelihood programs
Skills and Competencies	Required Skills and Competencies: <ol style="list-style-type: none">1. Strong communication skills and good report writing skills2. Ability to communicate well in meetings and public forums3. Data analyzing skills with visualization and trend analysis for decision support4. Experience in working in grassroots and development projects with government departments
Place of posting/Location	Sambalpur, Odisha
Proposed Salary range	INR 70,000-80,000/- CTC per month based on qualification and experience (As per PRADAN pay structure)
Nature of job	One-year fixed term contract and extendable based on performance and project continuity
Last date of Application	8 th May, 2026



For queries write to (email ID)	odisha.recruitment2026@gmail.com
Preference	<ul style="list-style-type: none">• Proficiency in Odia (spoken and written) preferred for effective field communication.• Experience in agricultural extension preferred.• MTech Agriculture/MBA (Agri-Business, Marketing, or Operations) candidates will be given preference.• Willingness to work in remote village settings and undertake extensive field travel.
Google Form link to apply for the position	https://forms.gle/dwytgLad3oK2U6uK8