

JD- Block / Taluka Coordinator

Designation-Block Coordinator

Qualification-Any Graduate with experience in IT project Implementation of team size more than 5 people.

Position: Full Time

Skills:

- At least 1 year experience of working with both IT Application Implementations and IT Infrastructure Projects
- Experience of managing e-governance projects/programs in implementation & operations phase.
- Experience in Training & Handholding.
- Ability to define and communicate effectively.
- Knowledge on Hardware Support added advantage.

Salary Range- As per Industry Standard (No constraints for right candidate)

Responsibilities-

- Candidate should coordinate & communicate effectively with Panchayat Level Officials.
- Candidate should coordinate with the team at Panchayat Offices & execute implementation plans.
- Should be able to manage & maintain digital/non digital information of Panchayat Offices.
- Candidate should be able to Plan, Monitor & Report Project Activities efficiently.
- Coordinate Project Inventory demand and supply at Panchayat Offices.
- Candidate will be providing training & handhold support to assigned team.