



**SOCIETY FOR CLIMATE RESILIENT
AGRICULTURE IN MIZORAM (SCRAM)**



Advertisement No.: 06/2020-2021

ToRs of the Staff of District Management Unit (DMU)

5. Project Assistants

Salary per month :Rs 25,000.00 (fixed)

Qualification:

Bachelor degree in any discipline

Experience:2-3 years experience of working in a project or organisation. Proficiency in written English is essential and knowledge of a local language is desirable

Location of Job: DMUs (Champhai/Kolasib/Serchhip/Mamit District)

Reporting Line: District Project Manager (DPM)
(Champhai/Kolasib/Serchhip/Mamit District)

Relevant Training: Proficient in computer applications particularly MS Office

Preferred Skills: Good written and verbal communication skills

Job Description: To Support Deputy Managers, Assistant Manager Finance and Administration, and Technical Officers

Any other official work given by DPM.