USER MANUAL

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Create Advertisement

Enter the Advertisment No* Project Date of Advertisment (DD/MM/YYYY)* Closing Date (DI	
Date of Advertisment (DD/MM/YYYY)* Closing Date (DI	
	DD/MM/YYYY)*
Project Name Coordinator Name*	Coordinator EmailID*

Step 1: Enter Advertisement No as per Adv. document

Step 2: Select Mode of Recruitment i.e. Project, Direct-Regular, Deputation and Project

- Step 3: Select Date of Advt.
- Step 4: Closing/Last Date of Advt.

Step 5: Project Name, Coordinator Name and Coordinator Email will appear only in case of Project positions.

Step 6: Browse Advt. Document

Step 7: Click on Create Advertisement

RS	CREATE ADVERTISMENT	career.nirdpr.in says Please make sure all the as por the document ?	entries related to this adver	tiser	ent are correct				
	Advertisment Details			ок	Project	,			v
	06/12/2021				06/12/2021				
	Test		Test				Test@test.com		
	Upload Advertisment Documen	t(.pdf only)	Choose File thit.pdf					Create Adverta	ement

Confirm alert will be prompted.

Click Ok to confirm, Advt. will be created and will appear in below Table

	AdvNo	Mode Of Recruitment	StartDate	ClosingDate	Status	Action
1	Test	Project	06/12/2021	06/12/2021	Open	
2	13/2021-CPRDPSSD	Project	27/08/2021	11/09/2021	Closed	ß
3	19/2021/Admin	Project	28/09/2021	18/10/2021	Closed	ß
4	NIRDPR/Admn.A/AR(E)/2020/CGGPA/CRU	Project	07/02/2020	20/02/2020	Closed	ß
5	NIRDPR/Admn.A/A5/2020/CICT/3	Project	07/02/2020	25/02/2020	Closed	6

Add Position(s)

		Select Mode of Recruitment	ment*				
✓ Select Essential Qualification*	~	From (DD/MM/YYYY)*		Last Date (DD/MM/YYYY)*			
Maximum Age Limit*		Minimium Experience*		Maximum Experience			
	Select Essential Qualification* Maximum Age Limit*	 ✓ Select Essential Qualification* ✓ ✓ Maximum Age Limit* 	Select Essential Qualification* From (DD/MM/YYYY)* Maximum Ane Limit* Minimium Experience*	Select Essential Qualification* From (DD/MM/YYYY)* Maximum Age Limit* Minimium Experience*			

Step 1: select Advt., On selection Mode of Recruitment, From and Last date will be populated automatically.

Step 2: Select Position, Essential Qualification and enter min & max Age Limit and min & Max work experience

Step 3: Check age relaxation as per Gol Rules and select Categories from dropdown list applicable for the position(s)

Step 4: Select Modules i.e. Personal Information, Education Qualification Details, Present Employment Details, Experience Details, Additional Documents, References and Preview etc. as per the requirement of Positions.

Step 5: Generate Application, Confirm, Position will be added under the selected advt and will appear in table

	AdvNo	Post	Qualification	Age	Experience	Categories	Modules	LastDate	Status	Action
1	Test	PostCode: P0001 Accountant (Project)	Graduation	21-25 Yrs	1-2 Yrs	SC ST OBC GENERAL	Personal Information Education Qualification Details Experience Details Additional Documents References Application Preview	06/12/2021	Not Published	₫ →

Step 6: Go to Action, Position can either be deleted at this stage or Published to accept online applications.

View Application Status

w	APPLICATION STATUS				
Sele	ct Advertisement				
01,	/2021				~
Adv.	No: 01/2021	NATIONAL INSTITUT (An Organization o Raje Status	STILLING NIRDERS OF RURAL DEVELOPMENT & Ministry of Rural Development indramague, Hyderabad - 500 03 of Received Applications	PANCHAYATI RAJ Govt. of India.) D.	Date: Mon Doc 66 2021 17:13:94
	Positive Info	Submitted	Shortlisted	Rejected	Yet To Be Scrutinized
	Contraction and the second				

On selection of Advt. No, All Positions statistics related to advt. No will be displayed. Further, clicking the print icon will print the application status.

Scrutiny

CRUTIN	Y					
19/20	121/Admin		~	Young Professional[P0076]		~
Appli	ications to be Scrutinized(464)	Shortlisted(21) Reje	cted(2) ToR			
					Search:	
	Applicant Info	Education Qualification 🝦	Total Experience	Date Of Submission 🍦	Status 🝦	Action \$
1	PREM KUMAR(Reg. No: P21/249710) Young Professional(P0076) Do8: 02/01/1993 Gender: Male Contact: kprem1631@gmail.com 9852485956	Ess. Qualification: Post Graduation I. Sc(60%), B. A(63%), M. A(58.34%), Metric(45%)	0 Year(s) 0 Month(s) 0 Day(s)	01/10/2021	Yet To Sctutinize	View Details
2	LOPAMUDRA NAYAK(Reg. No: P21/249727) Young Professional(P0076) DoB: 09/04/1998 Gender: Female Contact: nlopamudra0904@gmail.com 8917363599	Ess. Qualification: Post Graduation M.A. IN WOMENS STUDIES (68%), BA (SOCIOLOGY) (69.4%), HUMANTIES (77%), MATRICULATION (68.4%)	0 Year(s) 0 Month(s) 0 Day(s)	01/10/2021	Yet To Sclutinize	View Details

On Selection of Advt. No and respective position, Information of candidate will appear as mentioned above. Click on **View Details** button under Action Column, It will redirect to candidate profile page, where scrutiny can be done.

Experiment Southy Committee Remarks Case of weight Control (1997) P21/249710 Person Control (1997) Select one Select one P21/249710 Person Control (1997) Person Control (1997) Select one P21/249710 Person Control (1997) Person Control (1997) Person Control (1997) Adv Application Person Control (1997) Person Control (1997) Person Control (1997) Subtrol Control (1997) Person Control (1997) Person Control (1997) Select one Subtrol (1997) Subtrol Control (1997) Person Control (1997) Person Control (1997) Subtrol (1997) Subtrol Control (1997) Person Control (1997) Person Control (1997) Subtrol (1997) Subtrol (1997) Person Control (1997) Person Control (1997) Subtrol (1997) Subtrol (1997) Subtrol (1997) Subtrol (1997) Subtrol (1997) Subtrol (1997) Subtrol (1997) Subtrol (1997) Subtrol (1997) Subtrol (1997) Subtrol (1997) Subtrol (1997) Subtrol (1997) Subtrol (1997) Subjocit Ditrion (1997) <t< th=""><th></th><th>t secure career.nirdpr.i</th><th>n/ViewApplication.aspx?</th><th>q=249710</th><th></th><th>€ ☆</th></t<>		t secure career.nirdpr.i	n/ViewApplication.aspx?	q=249710		€ ☆
Full/249719 Select one FUL/249719 Full Full					Scrutiny Committee Remarks click to view/hide	Back to Scru
Karcing Specification Notice Remarks: Automation of Ministry of Runsberger South of South of Ministry of Runsberger Southof Ministry of Runsberger South of Ministry of Ru	P21/249710				Select one	
Rejendrandyar, Hyderbadr - Sub 030. Submit from Appicetion No:P21/249710 Project Project ERSUNAL INFORMATION Colspan="2">Colspan="2"Colspa="Colspan="2"Colspan="2"Colspan="2"Colspan="2"Colspan="2	NATIONAL IN (An Organ	NSTITUTE OF RURAL DE	PR PR VELOPMENT & PANCH al Development, Govt. o	AYATI RAJ f India.)	Remarks: Please give your remarks in maximum 350 characters	
PERSON FUNCTION Non to Preceding Non to Preceding PERSONAL INFORMATION TO TRADUN BHAGAT Sippily/or ARDIN BHAGAT Category : OBC Place of birth : SHERGHATI Physically Challenged : N Gender : Hale Date of Birth : Op/01/1999 A.ge [*] : 28 Vears 8 Month(s) 26 Day(s) Email : Reprent631@gmail.com Mobile No: 9852485956 Minorhy : N Nationality : Indian Permanent Address Correspondence Address Vill-neema, Po-mohabbatpur, Ps-sherghati, V	Adv. A	Rajendranagar, Hyde	Project	essional(P0076) -		Submit committee I
Category: 08C Place of birth: SHERGHATI Physically Challenged: N Gender: Hale Date of Birth: 02/01/1993 Age*: 28 vars 8 Month(s) 26 Days) Birth: 105130gmail.com Mobile No: 9852485956 Minority: N Nationality: Indian Permaent Address Correspondence Address Vilneema, Permohabbatury, Pasherghati, Vilneema, Permohabbatury, Pas-sherghati, Vilneema, Permohabbatury, Pas-sherghati, Vilneema, Permohabbatury, Pasherghati, Pasherghati, Vilneema, Permohabbatury, Pasherghati, Pasherghati, Vilneema, Permohabbatury, Pasherghati, Pasherghati, Pasherghati, Pasherghati, Pasherghati, Pasherghati, Vilneema, Permohabbatury, Pasherghati, Pashe	PERSONAL INFORMATION	S D W/o : /	ARJUN BHAGAT		Certificates/Documents Viewer	
Physically Challenged : NGender : MaiGender : Mai <thg< td=""><td>Category : OBC</td><td>Place of birt</td><td>h : SHERGHATI</td><td></td><td></td><td></td></thg<>	Category : OBC	Place of birt	h : SHERGHATI			
Date of Sirth : 02/01/1993 Age* : 28 Years 8 Month(s) 26 Day(s) Email : kprem1631@gmail.cum Mobile No : 9852485956 Mulmority : Nationality : Indian Permark Address Gaya, Bhar-824211 Gaya, Bhar-824211 Correspondence Address Gaya, Bhar-824211 Gaya, Bhar-824211 Det of Gaya, Bhar-824211 Correspondence Address Gaya, Bhar-824211 Correspondence Address Gaya, Bhar-824211 Det of Correspondence Address Gaya, Bhar-824211 Division Marks Year 1 SSC/Class X1/12th - I. Sc B. S. E. B. PATNA ALL Correspondence Address HERGHATT All SC Gadation - B. A S. M. S. G. COULEEE GAYA All Correspondence Address HERGHATT Graduation - B. A Godation - B. A Godation - B. A Graduation - M. A	Physically Challenged : N	Gender : Ma	ale	100		
Email: kprem1631@gmail.com Mobile No : 9852485956 Mino/TV : N Nationality : Indian Perraw-Ent Address Correspondence Address Vill-neema, Po-mohabbatpur, Ps-sherghati, Vill-neema, Po-mo	Date of Birth : 02/01/1993	Age* : 28 Υ	ears 8 Month(s) 26 Day	(s)		
Minurity: Nationality: Indian Dermander Address Correspondence Address Willnettin, Po-mohabbatbury, Pu-sherphati, Will-neema, Pu-mohabbatbury, Pu-sherphati, Will-neema, Pu-sherphati, Pu-sher	Email : kprem1631@gmail	.com Mobile No :	9852485956			
Perman Address Correspondences Uill-eurar, Po-mohabbatyr, Ps-sherbabbatyr, Ps-sherbabatyr, Ps-sherbabbatyr, Ps-sherbabbatyr, Ps-sherbabbatyr, Ps-sherbabbatyr, Ps-sherbabbatyr, Ps-sherbabbatyr, Ps-sherbabbatyr, Ps-sherbabtyr, Ps-sherbabatyr, Ps-sherbabtyr, Ps-sherbabtyr, Ps-sherbabtyr, Ps-sherbabtyr, Ps-sherbabatyr, Ps-sherbabtyr, Ps-sherbabt	Ainority : N	Nationality :	Indian			
Bouldfication Board or University Essential Qualification: Post Graduation Qualification Board or University Subjects Division Marks Year 1 \$SC/Class X/101+0 B. S. E. B. PATNA ALL 2ND - 45% - 2008 2 MEGC/Class X/11/21+0 B. S. E. B. PATNA SCINCE (MATHS) 1ST - 60% - 2010 3 Graduation - B. A S. M. S. G. COLLEGE ARTS 1ST - 63% - 2013 4 Post Graduation - M. A GINOU GAYA RURAL DEVELOPMENT C - 58,34% - 2021	Permanent Address /ill-neema, Po-mohabbatpur, dis-gaya Gaya, Bihar-824211	Correspon ; Ps-sherghati, Vill-neema, dis-gaya Gaya, Bihar	dence Address Po-mohabbatpur, Ps-shergl -824211	nati,		
SSC/Class X1101+- METRIC B. S. E. B. PATNA ALL 2ND - 45% - 2008 2 MSC/Class X11/12h+- I. SC B. S. E. B. PATNA SCINCE (MATHS) IST - 60% - 2010 3 Graduation - B. A S. M. S. G. COLLEGE SHERGHATI ARTS IST - 63% - 2013 4 Post Graduation - M. A IGNU GAYA COLLEGE GAYA RURAL DEVELOPMENT C - 58,34% - 2021	DUCATION QUALIFICATI	ON DETAILS	Essential Qual	fication : Post Graduation		
2 HSC/Class XII/12th - LSC B. S. E. B. PATNA SCINCE (MATHS) 1ST - 60% - 2010 3 Graduation - B. A S. M. S. G. COLLEGE SHERGHATI ARTS 1ST - 63% - 2013 4 Post Graduation - M. A GINOU GATA COLLEGE GATA RURAL DEVELOPMENT C - 58,34% - 2021	SSC/Class X/10th -	B. S. E. B. PATNA	ALL	2ND - 45% - 2008		
3 Graduation - B. A S. M. S. G. COLLEGE SHERGHATI ARTS 1ST - 63% - 2013 4 Post. Graduation - M. A IGNUO GAYA COLLEGE GAYA RURAL DEVELOPMENT C - 58.34% - 2021	METRIC	B. S. E. B. PATNA	SCINCE (MATHS)	1ST - 60% - 2010		
4 Post Graduation - M. A IGNOU GAYA COLLEGE GAYA RURAL DEVELOPMENT C - 58,34% - 2021	2 HSC/Class XII/12th - I. SC		ADTO	1ST - 63% - 2013		
	2 HSC/Class XII/12th - I. SC 3 Graduation - B. A	S. M. S. G. COLLEGE SHERGHATI	ARIS			

Where review of candidate profile can be done, each and every certificate & documents submitted by candidate may be viewed by clicking on respective links and further remarks can be furnished by selecting Status as Shortlist/Reject and entering remarks.

Print Attendance Sheet

PRINT	ATTENDANCE SHEET			6
N	RDPR/Admn.A/A5/2020/LECT/3	¥	Dot Net Developer	v
Posi	tion Info: Dot Net Developer (P0079)	An Organization of Ministry of Rural, Dec (An Organization of Ministry of Rural Rajendranagar, Hyde	Development & PANCHAYATI RAJ Development, Govt. of India.) rabad - 500 030.	Adv. No: NIRDP8/Adms.A/A5/2020/CICT/3 Date: Two Dec: 07.2021.14:17:27 Signature
1	NOOKALA VENKATA VYSHALI SIRISHA(Reg. No: P20/30) Delt: 05/05/1985 Gender: Penale Contact: vyshelsrisha@gmail.com 812514072	Graduation-B.Tech-Computer Science and Engineering-2017	2 Year(s) 11 Month(s) 5 Day(s)	
2	SANKAR(Rog. No: P20/68) Delli 22/12/1991 Genderi Male Contact: sank221991@gmail.com 7503141609	Graduation-BCA-ENGLISH-2012 Post Graduation-MCA-ENGLISH-2015	$4\; Year(s) \; 3\; Month(s) \; 10\; Dar \rho(s)$	
а	NALAGOPPULA SURESH(Reg. No: P20/137) Doli: 10/03/1992 Gender: Male Contact: sureshr3125@gmail.com 9393935237	Graduation-B.TEOH-CSE-2014	$2 \; Vear(s) \; 2 \; Month(s) \; 20 \; Day(s)$	

On selection of Advt No and Position, a list of candidates with information will be displayed to capture attendance on the day of Interview, provided the position is already scrutinized. On click on the Print Icon, the Attendance sheet will be printed.

Screening Committee Evaluation Document

REE	NING COMMITTEE EVALUATION DOCU	NENT		
05	(2021/01	♥ Deputy PMA Head	♥ Shortisted	~
Pos	ition Info: Deputy PMA Head (P0126)	Adv. No: 09/2021/01 Date: Tue Dec 07 2021 14:27:27		
	Applicant Info	Education Info	Experience Info	Status
1	HEHANGI SHARHA(Reg. No: P21/209370) De8: 23/03/283 Gender: Pemale Contact: hemengi.nindligmail.com 95/201388 Contegory:GinERAL Address:QuARTER NO C 37, NIROPR CAMPUS, RAIENDRA NAGAR, Hyderabad, Telengene, PIN-500030	I. H.A. SOCIOLOGY (DM) [] ACHARYA MACADUMA UNIVERSITY [] Subject(s): SOCIOLOGY [] Year of Passing: 2019 [] Marks: 70.4% 2. POST GRADUATE DIPLOMA IN RUBAL DEVELOPMENT UDDE HAMAGEMENT [] MATIONAL INSTITUTE OF RUBAL DEVELOPMENT UDDE HAMAGEMENT [] Subject(s): RUBAL DEVELOPMENT [] Year of Passing: 2015 [] Marks: 00% 3. H.SC ELECTRONICS [] UNIVERSITY OF JAMMU [] Subject(s): ELECTRONICS [] Year of Passing: 2006 [] UNIVERSITY OF JAMMU [] Subject(s): ELECTRONICS [] Year of Passing: 2006 [] UNIVERSITY OF JAMMU [] Subject(s): ELECTRONICS [] Year of Passing: 2006 [] UNIVERSITY OF JAMMU [] Subject(s): ELECTRONICS [] Year of Passing: 2004 [] Marks: 74% 5. HSC [] XEBOSE [] Subject(s):	Total Experience: 13 Year(a) 5 Month(a) 1 Dey(a) 1. NATIONAL INSTITUTE OF RUBAL DEVELOPMENT aCOSE RENCHMANTERAL [] OFFICER ON SPECIAL DUTY TO DEPUTY DERECTOR GENERAL [] Nature of Works: Strateging business models for nural products, building proposal to graduate SMOS towards sustainable Invellocods, proparation of model projects under GPOP,SOP on Trg, Adm, Talks for positions under NRLM, Internating guidelines, preparation of model projects under GPOP,SOP on Trg, Adm, Talks for Positions, preparing background notes for MotD, Redefining Mu0028E tool with JML, Evolution of UBA programme, CB of EWRS, analysing deta pertaining to different RD schemes, liaking with 22 MRDPR Cantous/Ministrias, context creation for websits, support DOG in all functions of NITOPR [] Tenser: 05/10/2218 -	Shortlinted Remarks: Meets educational qualification and experience as per Taß

On selection of Advt No, Position and Application status i.e. Submitted, Shortlisted and rejected, list of summary of candidate profile will be displayed. Which can be printed or Saved as PDF for evaluation/re-evaluation by scrutiny committee members by clicking the print icon.

Download Position Data

19/3	2021/Admin					✓ Young Professional							
ositi	on Info: Young P	Professional (P0076)	An Organization of Ministry of Rural Development, Govt. of India.) Rajendranagar, Hyderabad - 500 030.					Adv. No: 19/2021/Admin Date: Thu Dec 09 2021 10:59				
Excel													
	Reg No	Name	DoB	Age	Gender	Email	MobileNo	Category	SSC Percentage Marks	HSC Percentage Marks	Gradu Percer Marks		
1	P21/249647	SK AZEEZPASHA	04/08/1992	29 Year(s) 1 Month(s) 24 Day(s)	Male	azizpasha.ajju@gmail.com	9494039506	OBC	72	72	75		
2	P21/249648	ABID HUSSAIN	27/03/1996	25 Year(s) 6 Month(s) 1 Day(s)	Male	abidalig710@gmail.com	7889647943	GENERAL	64.6	83.2	65		
3	P21/249666	ABHISHEK KUMAR CHOUDHARY	15/09/1997	24 Year(s) 0 Month(s) 13 Day(s)	Male	abshiakkumar@gmail.com	9798496408	GENERAL	50	51	54		

On selection of Advt. No and Position, list of candidates applied will be displayed, which can be downloaded as excel by clicking the EXCEL button.