

Important instructions for the candidates

Date of Joining	Position	Venue for Joining
09.02.2021	Chief Executive Officer (CEO-FPC)	Bihar Rural Livelihoods Promotion Society (JEEViKA), 3rd Floor, Vidyut Bhavan-II, Bailey Road, Patna - 800021
	Marketing and Procurement Manager (M & PM)	
	Governance & Community Capacity Building Officer (GCCBO)	

Requisite Documents for Joining:

1. ID Proof – Aadhar Card/Election Card//Passport/Driving License/Phone Bill/Ration Card (along with self attested copies of 2 xerox copies)
2. PAN Card (along with self attested copies of 2 xerox copies)
3. Address Proof – Aadhar Card/Election Card//Passport/Driving License/Phone Bill/Ration Card/Domicile Certificate//School Leaving Certificate (along with self attested copies of 2 xerox copies)
4. Photo – 2 nos.
5. Educational Certificate/Marks sheet as claimed (along with self attested copies of 2 xerox copies)
6. Experience Certificate as claimed (along with self attested copies of 2 xerox copies)
7. Accepted Resignation Letter/Relieving Letter from previous employer (along with self attested copies of 2 xerox copies)
8. Last 3 salary slip/salary certificate (along with self attested copies of 2 xerox copies)
9. Medical Certificate from a registered medical practitioner (Allopath/MBBS)
10. A self-declaration in writing that you will not demand or give dowry.