



MEGHALAYA BASIN MANAGEMENT AGENCY (MBMA)

Regd. Address: House No. L/ A-56 Lower Nongrim Hills,

Shillong, East Khasi Hills, Meghalaya- 793003

(CIN No. U75144ML2012NPL008509)

Phone: +91-364- 2522921/2522992

Website: www.mbda.gov.in, E-mail: admin.mbda@gov.in

No. MBMA (HR)/154/2021/153

Dated Shillong, 06th March 2026

ADVERTISEMENT

The Meghalaya Basin Management Agency (MBMA) invites applications from eligible candidate in prescribed format to fill up the following position on contractual basis. The detailed application form, advertisement and notification are available in MBDA's website <https://www.mbda.gov.in>.

Sl. No.	Positions	Essential Qualifications & Experiences	No. of Vacancy
1.1	Manager-Technology & Innovation (Information System)	<p>Essential Qualification: B.E./B.Tech in Computer Science / Information Technology / Electronics & Communication or MCA / M.Tech in Computer Science / Information Systems or MBA (IT/Systems) with strong technical background.</p> <p>Essential Experience: At least 05 years of working experience in Information Systems, IT Project Management, Digital Innovation, or Enterprise Technology Solutions.</p> <p>Requirement and Skills: Strong analytical and problem-solving skills.</p> <ul style="list-style-type: none"> -Proficiency in database management (SQL/NoSQL). -Knowledge of system architecture, APIs, and interoperability standards. -Familiarity with cybersecurity protocols and risk mitigation. -Excellent project management and stakeholder coordination skills. -Ability to work in multi-disciplinary teams and rural project environments. 	01
1.2	Assistant Manager-Monitoring & Evaluation and Programme Associate-Monitoring & Evaluation	<p>Essential Qualification: Graduate or Post-Graduate in statistics, demographics, public policy, development studies and engineering. Preferably with advanced certificate in M&E & statistics.</p> <p>Essential Experience: i) Assistant Manager: At least 03 years of experience in monitoring, evaluation, and planning positions responsible for implementing M&E activities. Well versed in developing and designing monitoring & evaluation system to capture, record, and interpret information to measure work performance and progress. ii) Programme Associate: At least 01-year of experience in monitoring, evaluation, and planning positions responsible for implementing M&E activities.</p> <p>Requirement and Skills: Should be an excellent communicator and comfortable with managing multiple task.</p> <ul style="list-style-type: none"> -Should be a team player and have a problem-solving aptitude. -Should be expert in MS Excel, PPT & Word. -Excellent coordinating skills with the internal resources and stakeholders for the flawless executions of the projects. <p>The work will entail frequent travelling to the project clusters/villages. Applicant should possess his/her own two-wheeler/vehicle</p>	02 (01 each)
1.3	Field Coordinator	<p>Educational Qualification: Graduate or Post Graduate in Social Work or Industrial Relation and Personal Management.</p> <p>Essential Experience: At least 01 year in Forestry/ Natural Resource management related projects/ Rural Development Projects/ Externally aided project/ Community Organization/ Industrial Relations & Personnel Management.</p>	01

1. For applying the above positions; candidate has to fill the 'Application Form' from the following link; <https://mbda.jotform.com/260640957600961>
2. All applications should be submitted through online mode only. No other mode of applications will be entertained.
3. For detail information about the positions and the terms of reference are made available on MBDA's website: <https://www.mbda.gov.in> and <https://www.mbma.org.in>
4. Last date for receipt of applications is **16th March 2026 (Up to 5:00 pm)** and applications received after the last date will not be considered.

-Sd/-

General Manager (HR)

Meghalaya Basin Management Agency



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NOTIFICATION

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1. Positions:

Sl. No.	Positions	Essential Qualifications & Experiences	No. of Vacancy	Place of Posting	Monthly Emolument
1.1	Manager-Technology & Innovation (Information System)	<p>Essential Qualification: B.E./B.Tech in Computer Science / Information Technology / Electronics & Communication or MCA / M.Tech in Computer Science / Information Systems or MBA (IT/Systems) with strong technical background.</p> <p>Essential Experience: At least 05 years of working experience in Information Systems, IT Project Management, Digital Innovation, or Enterprise Technology Solutions.</p> <p>Requirement and Skills: Strong analytical and problem-solving skills.</p> <ul style="list-style-type: none"> -Proficiency in database management (SQL/NoSQL). -Knowledge of system architecture, APIs, and interoperability standards. -Familiarity with cybersecurity protocols and risk mitigation. -Excellent project management and stakeholder coordination skills. -Ability to work in multi-disciplinary teams and rural project environments. 	01	Shillong	Rs. 39,000/-
1.2	Assistant Manager-Monitoring & Evaluation and Programme Associate-Monitoring & Evaluation	<p>Essential Qualification: Graduate or Post-Graduate in statistics, demographics, public policy, development studies and engineering. Preferably with advanced certificate in M&E & statistics.</p> <p>Essential Experience: i) Assistant Manager: At least 03 years of experience in monitoring, evaluation, and planning positions responsible for implementing M&E activities. Well versed in developing and designing monitoring & evaluation system to capture, record, and interpret information to measure work performance and progress.</p> <p>ii) Programme Associate: At least 01-year of experience in monitoring, evaluation, and planning positions responsible for implementing M&E activities.</p> <p>Requirement and Skills: Should be an excellent communicator and comfortable with managing multiple task.</p> <ul style="list-style-type: none"> -Should be a team player and have a problem-solving aptitude. -Should be expert in MS Excel, PPT & Word. -Excellent coordinating skills with the internal resources and stakeholders for the flawless executions of the projects. <p>The work will entail frequent travelling to the project clusters/villages. Applicant should possess his/her own two-wheeler/vehicle</p>	02 (01 each)	Shillong	Rs. 31,200/- and Rs. 22,100/-
1.3	Field Coordinator	<p>Educational Qualification: Graduate or Post Graduate in Social Work or Industrial Relation and Personal Management.</p> <p>Essential Experience: At least 01 year in Forestry/ Natural Resource management related projects/ Rural Development Projects/ Externally aided project/ Community Organization/ Industrial Relations & Personnel Management.</p>	01	Shillong	Rs. 22,100/-

1. **Essential Skills for the positions:** Good written and verbal communication. Expert in basic computer knowledge like Word Processing, Spread Sheets and Power Point Presentation, etc are the common essential skills requirement. Other skills required are mentioned above against each position.
2. **Age Limit:** Upto 45 years
3. **Place of Posting:** Selected candidate shall be posted at the location mentioned above.
4. **Remuneration:**
 - 4.1 The monthly emolument shall be as mentioned in the above column.
 - 4.2 House Rent Allowance (HRA) will be included additionally as may be admissible from time to time.
 - 4.3 EPF, Medical Allowance will be included.
5. **Duration of Contract:**
 - 5.1 The duration of contract will be for a period of 01 (one) year. The contract may be renewed subject to the performance satisfaction of MBDA and continuance of the project you are engaged with.
 - 5.2 A detailed document of terms and conditions of engagement would be provided to the selected candidates and a deed agreement would have to be signed by the selected candidate with the MBDA to that effect.
6. **How to Apply:**
 - 6.1 For applying the above positions; candidates have to fill the 'Application Form' from the following link; <https://mbda.jotform.com/260640957600961>
 - 6.2 All applications should be submitted through online mode only. No other mode of applications will be entertained.
 - 6.3 Candidates are advised to read carefully the eligibility criteria and other conditions prescribed for each post before applying.
 - 6.4 The above links are also made available on MBDA website, www.mbda.gov.in
 - 6.5 Incomplete application shall not be entertained and is liable to be rejected.
 - 6.6 Last date for receipt of applications is **16th March 2026 (Up to 5:00 pm)** and applications received after the last date will not be considered.
 - 6.7 In respect of candidates who are currently in services, shall submit the "**No Objection Certificate**" from the Employer when called for the personal interview.
 - 6.8 Meghalaya citizens residing outside the state with relevant expertise and experience are encouraged to apply for the advertised post.
7. **Selection Process:**
 - 7.1 There will be written/assignment and personal interview for the positions. Written test will comprise of Subject Matter Knowledge, General Knowledge, Reasoning, and English.
 - 7.2 The Written Test/ Personal Interview will be held only in Shillong.
8. **General Information:**
 - 8.1 The pre-requisite qualifications and experience are minimal and the mere fact that a candidate possesses the same will not entitle him/her for being called for interview. MBDA reserves the right to restrict the candidates to be called for interview to a reasonable number on the basis of qualifications and experience higher than the minimum prescribed in the advertisement or by any other condition that it may deem fit.
 - 8.2 Candidates are advised to clearly indicate their contact number and e-mail address to facilitate faster communication. Information regarding the screening test/written/interview will be sent only to the shortlisted candidates via SMS/E-mail and no correspondence will be made with applicants who are not shortlisted. List of the shortlisted candidates will be displayed in the MBDA website, www.mbda.gov.in and office notice board.
 - 8.3 MBDA reserves the right to conduct additional examination /skill test or call for any additional documentary evidence in support of educational qualification & experience of the applicant.
 - 8.4 In case of non-availability of suitable candidates with prescribed qualifications and experience, MBDA reserves the right to relax the prescribed qualifications and experience for candidates found more suitable for lower position with relevant experience and expertise in the specified field.
 - 8.5 The number of vacancies indicated in the advertisement and notification is tentative. MBDA reserves the right to increase/decrease the number of posts at the time of selection and make appointment(s) accordingly, if more vacancies do exist in between the advertisement and the selection process.
 - 8.6 MBDA reserves the right to extend the closing date for receipt of applications. MBDA also reserves the right to fill or not to fill any or all the positions advertised or cancel recruitment procedure at any stage without assigning any reason thereof.
 - 8.7 No TA/DA shall be paid for attending written test and interview.
 - 8.8 Canvassing of any kind will render to disqualification.
 - 8.9 Staff already working with MBDA/MBMA, who are otherwise eligible can also apply. Their applications must be routed through their reporting officer. However, for newly appointed staff, he/she should complete a minimum period of **one (01) year in their current position.**

-Sd/-
General Manager (HR)
Meghalaya Basin Management Agency