

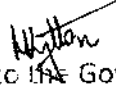
GOVERNMENT OF MEGHALAYA  
TRANSPORT DEPARTMENT

NOTICE.

Advertisement for the Post of Director, Meghalaya State Road Safety Society (MSRSS) on Contractual basis.

Applications are invited from citizens of India for filling a vacancy of the post of Director, Meghalaya State Road Safety Society under the Transport, Department Shillong-793021, at a consolidated pay of Rs.60,000/- p.m.(fixed) plus other benefits as applicable to the Director under the Bye-Laws. The Director will head the Society and is expected to have proven administrative and managerial experience with leadership qualities. The appointment shall be on contract, for a term of two years, renewable on an annual basis. The applicants shall not be more than 65 years of age. Retired officers of the Transport, Police, P.W.D and such departments are also encouraged to apply.

Application format and Terms & Conditions of engagement can be downloaded from the website of Transport Department [megtransport.gov.in](http://megtransport.gov.in). Applications complete in all respects along with copies of supporting documents should reach the undersigned by ~~15.2.2018~~ Incomplete applications, or those without supporting documents and applications received after the due date will be summarily rejected. Filled in applications should be submitted to Under Secretary, Transport Department, Room No. 405 Additional Secretariat Building, Meghalaya, Shillong.

  
Under Secretary to the Govt. of Meghalaya,  
Transport Department.

## Roles and Responsibilities of Director of Meghalaya State Road Safety Society (MSRSS)

- The Director will prepare each year before the meeting of the Meghalaya State Road Safety Council (MSRSC) detailed estimates of the receipts and expenditure and the anticipated opening and closing balances of the Meghalaya State Road Safety Society (MSRSS) for the ensuing financial year.
- The Director shall maintain in his office a budget register in which he will enter the grants received from the State and Central Governments of India and any money received from other sources and shall show all amounts allotted for expenditure on specific heads for specific purposes. The Director shall furnish an annual certificate to the auditor as to the correctness of the annual balance.
- The Director shall operate the State Road Safety Corpus Fund as per the rules and guidelines approved by the MSRSC. He shall also judiciously utilize the State Corpus Fund for the effective implementation of the road safety action plan, with the approval of the MSRSC.
- The Director shall be responsible for submitting the budget estimates for the ensuing financial year for the approval of the MSRSC.
- The Director shall have the power to re-appropriate funds from one primary unit of appropriation to another or from one secondary unit of appropriation to another within a primary unit.
- The Director shall keep a watch over the expenditure against the grants sanctioned by the Government of India/State Government/MSRSC and in cases where expenditure has exceeded or is likely to exceed the sanctioned grant, take steps to seek additional grants or make a re-appropriation from anticipated savings under other units of appropriation.
- The Financial powers of the Director, MSRSS are laid down in the Schedule I of the MSRSS Bye Laws. He/she should exercise the functions in Schedule I while executing financial matters otherwise authorized by the MSRSC.
- The Director of the Meghalaya State Road Safety Society (MSRSS) shall maintain proper accounts and other relevant records and prepare annually an income and expenditure accounts for the year ending and balance sheet as on 31<sup>st</sup> March of the Meghalaya State Road Safety Society (MSRSS) in such form as may be prescribed by the MSRSC and acceptable to the Auditors. The Director will be assisted by the Account Officer/Additional Director/Consultant (Finance) who will advise the Director for the accuracy and completeness of the Accounts of the Meghalaya State Road Safety Society (MSRSS).

**Terms and Conditions for the Post of Director , Meghalaya State Road Safety Society (MSRSS)**

1. The engagement is on full time contract basis and will not vest any right or claim for regular appointment against the said post
2. The term of engagement is initially for a period of two (2) years, renewable on an annual basis.
3. The appointee shall be designated as Director, Meghalaya State Road Safety Society (MSRSS).
4. The appointee shall be entitled to an overall consolidated pay of Rs. 60,000/- (Rupees Sixty thousand) per month (fixed) plus other benefits as applicable to the Director under the Bye-Laws.
5. The Society reserves the right to terminate the said contract at any time giving One Month Notice before the expiry of the term without any reasons whatsoever and the appointee may resign from the post giving One Month Notice.
6. The other terms and conditions of engagement of the appointee shall be regulated through the decisions/orders/circulars issued by the Society from time to time.
7. Duly filled in applications should be submitted to Under Secretary, Transport Department Room No. 405, Additional Secretariat Building, Meghalaya, Shillong. The envelope containing application must be superscribed in bold letters "**Application for the post of Director, Meghalaya State Road Safety Society**".