



ODISHA TRIBAL EMPOWERMENT & LIVELIHOODS PROGRAMME PLUS
ST & SC DEVELOPMENT DEPARTMENT
2nd floor, TDCC Building, Rupali Square, Bhubaneswar – 751022

EMPANELMENT OF CONSULTANT FOR PSU, OTELP PLUS.

Programme Director, OTELP PLUS invites applications from eligible candidates for empanelment of Consultant-Programme Officer (Engineering & NRM) to be positioned at PSU, OTELP PLUS to be on engaged purely on contract basis. Application form along with the detailed ToR can be downloaded from the website i.e. www.otelp.org. Last date of receipt of applications is **08.03.2018 at 5.00 PM**.

Only shortlisted candidates will be called for Interview for empanelment. Programme Director, OTELP PLUS reserves the right of accepting or rejecting the applications without assigning any reason thereof.

-Sd/-
Programme Director

**TOR of Consultant to be engaged as Programme Officer(Engineering & NRM)at
PSU,OTELP PLUS**

The Consultant-Programme Officer(Engineering & NRM) would be responsible for:

- (i) Monitor the facilitation of the Village Development Committee (VDC) for their involvement in Annual Palli sabha planning event for MGNREGS and subsequent documentation of outcome.
- (ii) Overall planning, supervision and guidance for the engineering activities at ITDA level including preparation of the work plan and budget and procurement relating to the sector;
- (iii) Preparing the engineering design and cost estimates for all engineering structures;
- (iv) Assessment of the sites for construction of community infrastructures / engineering structures;
- (v) Checking the quality of all construction works;
- (vi) Developing strategy and procedures for community procurement for rural engineering activities, quality check/control mechanism, and participatory monitoring and evaluation in community infrastructures;
- (vii) Liaising with the Soil Conservation Department, Forest Department, Irrigation Department and other line department to ensure inter-agency coordination for Programme interventions;
- (viii) Any other tasks as may be assigned by Programme Director time to time.

Qualification & Experience: The Programme Officer(Engineering & NRM) should be a Graduate/Post-Graduate/B.Tech/M.Tech in Civil/Agricultural Engineering from a recognized university/institute.

Should have minimum of 5-6 years experience in similar projects relating to village development/ soil and water conservation engineering in the public or private sector/ minor irrigation.

Retired employee of Govt./ Govt. Public Sector Undertaking in the rank of a Deputy / Joint Director or above having above qualification & experience and with no serious health problems, can also be engaged as per prevailing norms.

Pending criminal/departmental proceedings in case of retired Govt. employee will be a bar to apply for the post. He/She should not have been punished/convicted in criminal/disciplinary proceedings.

Age: Upper age limit is 70 years of age as on 01.03.2018

Remuneration: Rs.2,500.00/- per day with allowances as applicable for Subject Matter Specialists of PSU, OTELP Plus

In addition, the above the Consultant should have ability to write & communicate in English/Hindi and regional local language and ability and willingness to travel extensively in the programme areas. He/She will be engaged initially for a period of one year and engagement can be extended on yearly basis if the performance is found satisfactory.



APPLICATION FORM

Position applied for		Paste recent Passport size photograph here
Date of application		

1. Personal Details

Name of the Candidate (Ms./ Mrs./ Mr.)	(First Name)	(Surname)
Address	<u>Permanent</u>	<u>Present</u>
Mobile No.:		
Telephone Residence		
Telephone Office		
E-mail id		
Date of Birth		
Category (ST/SC/ General)		
Sex: (Male/ Female)		

2. Education Qualification (10th Standard onwards)

Qualification	Institution	Subjects	Year of Completion	Division/ Grade

Odisha Tribal Empowerment & Livelihoods Programme Plus (OTELP PLUS)

3. Other trainings / qualifications including relevant short training courses

Course	Duration	Institution	Details

4. Computer Literacy:

(Mention all software known/used)

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5. Employment / Experience Records

Name and Address of the Employer	Designation	Period	Experience In year and Month	Brief description of duties

Odisha Tribal Empowerment & Livelihoods Programme Plus (OTELP PLUS)

6. **Language Proficiency** (Please tick in the appropriate box)

Language	Ability to Converse			Ability to Read			Ability to Write		
	Poor	Fair	Good	Poor	Fair	Good	Poor	Fair	Good
English									
Hindi									
Oriya									
Other (Please specify _____)									

7. **Reference:** (Two persons to whom you have professionally reported)

Reference 1	Reference 2

Declaration:

I do hereby declare that all statements made in the application form are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect at any point of time, my candidature/ appointment may be cancelled/ terminated without any further notice.

Date:

Place:

Signature of the Applicant