ODISHA TRIBAL EMPOWERMENT & LIVELIHOODS PROGRAMME (OTELP)
PROGRAMME SUPPORT UNIT
ST & SC DEVELOPMENT DEPARTMENT
2nd floor, TDCC Building, Rupali Square, Bhubaneswar – 751022

WALK-IN-INTERVIEW

Hiring of Engineers for contractual engagement in different Integrated Tribal Development Agencies (ITDA), OTELP

The Programme Support Unit (PSU) of OTELP requires Engineers having **Bachelor's Degree in Agricultural Engineering** to be purely engaged on contract basis. Interested candidates may appear the walk-in-interview scheduled to be held on **17th October, 2013 at 11.00 AM** onwards at PSU, OTELP, 2nd Floor, TDCCOL Building, Rupali Square, Bhoi Nagar, Bhubaneswar-751022.

Bio-data form along with ToR and how to submit the bio-data can be downloaded from the Web Site of OTELP i.e. www.otelp.org.

Programme Director, OTELP reserves the right to accept/ reject the application/ candidature without assigning any reason thereof.

Programme Director

Date:

Place:

TERMS OF REFERENCE

Name of the post	Minimum Qualification	Brief description of work assignment	Experience and Age on 1st October 2013	Place of posting	Remuneration
Engineer	**Bachelors Degree in Agricultural Engineering**	The Engineer posted at ITDA will be responsible for: 1. Prepare estimates of water supply projects, small irrigation projects and other works related to watershed development and supervise the works. 2. Assist Watershed Development Officers of ITDA in accomplishing other day-to-day tasks. 3. Carry out any other work as would be given by P.A. ITDAs and PD, PSU, OTELP, Bhubaneswar.	i. Experience: No experience ii. Age: Maximum 30 years	ITDAs where OTELP is operational.	Rs. 20,000/- per month. (consolidated). TA & DA will be as per prevailing OTELP rule.

Important Note on how to apply:

1. Eligible and interested candidates are required to send their confirmation for appearing the walk-in- interview and filled in Bio-data (as per the below mentioned format in a single PDF file) through e-mail to akshaya@otelp.org latest by 12th October 2013. The candidates, who will not submit their confirmation, will not be allowed to appear the interview.

2. Candidates should report at PSU, OTELP, Bhubaneswar sharp at 10.00AM and register themselves to appear the interview. They should also submit hardcopy of their bio-data with self attested photocopies of all their testimonials related to qualification and experience during the registration.

3. Candidates continuing their higher studies and not willing to stay and work in remote areas need not walk-in.

Bio-data

Position applied for	Engineer	Space for Passport size photograph
Date		

1. Personal Details

Name of the Candidate (Ms, Miss, Mrs, Mr)	(First Name)	(Surname)
Address	Permanent	Present
Mobile:		
Telephone - Residence		
Telephone Office		
Email address		
Date of Birth		
Category (ST/SC/ General)		
Sex: (Male/ Female)		

2. Education Qualification (10th Standard onwards)

Qualification	Institution	Subjects	Year of Completion	Division/ Grade

3. Other trainings / qualifications including relevant short training courses

Course	Duration	Institution	Details

4. Computer Literacy:

(Mention all software known/used)

5. Employment / Experience Records (if any)

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

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 person with whom you are professionally reported/ associated)

Reference 1	Reference 2

Declaration:

I hereby declare that all statements made in the application 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 notice.

Date:

Place: **Signature of the Applicant**