



भारतीय वन्यजीव संस्थान  
Wildlife Institute of India

(An Autonomous Institution of Ministry of Environment, Forest and Climate Change, Government of India)

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## **CONTRACTUAL ENGAGEMENT OF PROJECT PERSONNEL IN NATIONAL MISSION FOR CLEAN GANGA (NMCG) PROJECT**

### **WALK – IN – INTERVIEW**

The Wildlife Institute of India (WII) is a premier autonomous Institute under the Ministry of Environment, Forest & Climate Change, and Government of India, in the field of wildlife research, teaching and training. WII invites application for a Walk-in-interview for 10 posts for engaging Project Management Staff for “Planning and Management for Aquatic Species Conservation and Maintenance of Ecosystem services in the Ganga River Basin for a Clean Ganga” as per the details provided in Annexure 1. All engagements are purely on a contractual basis, initially for a one-year period from the date of engagement (except for the position of Civil Engineer whose initial tenure will be for Six months) that can be extended depending on the candidate’s performance and the programme needs.

The candidate should send duly filled application form (Annexure 2) in a sealed envelope superscribed “Planning and Management for Aquatic Species Conservation and Maintenance of Ecosystem services in the Ganga River Basin for a Clean Ganga” and the “name of post applied for”, with attested true copies of educational qualifications, experience certificates, extra-curricular activity, certificate of date of birth, to the Director, Wildlife Institute of India, Chandrabnai, Dehra Dun, 248002 within one months of the publication of this advertisement. The applications will be screened and shortlisted candidates will be called for the personal interview. The date of interview will be communicated to the candidates for making travel arrangement to report at WII. A maximum of 05 eligible candidates for each post will be called for personal interview. The final selection of the candidates will be in accordance with the performance in the interview and in order of merit as decided by the Interview Committee.

All original documents should be produced at the time of interview. No TA/DA will be given for attending the interview. The decision of the Institute’s Screening Committee in all matters relating to eligibility, work experience, acceptance or rejection of application, mode of selection will be final and binding on the candidates and no enquiry or correspondence will be entertained from any individual or his/her agency. At the time of the verification of original documents, if it is found that an attempt has been made by the applicant to willfully conceal, misrepresent or canvass the facts, his/her candidature will not be considered. The positions advertised are purely temporary/contractual for the project period only and will stand abolished after completion of the project. The work description, essential and desirable qualifications (EQ & DQ), age (as on date of interview) and the consolidated monthly emoluments for the required positions are given in Annexure 1. The application proforma is given as Annexure 2. The upper age limits for all posts may be relaxed up to 5 years for SC/ST/Women/Physically Challenged and 3 years for OBC candidates.

**(Dr. V.P. Uniyal)**  
**Scientist-G**

**THE DETAILS OF THE POSITIONS TO BE RECRUITED THROUGH WALK-IN-INTERVIEW**

Sl. No.	Position	Unit	Total consolidated Emoluments (INR)	Educational Qualification		Maximum Age (Years)	Work Description
				Essential	Desirable		
PMU.2	Programme Coordinator	1	1,00,000	Ph.D. in Wildlife science / Environment Science or related subjects with 10 years of research experience after the award of M.Sc. degree with primary focus on conservation of aquatic species and their habitats.	Expertise in environmental flow assessment, ecohydrology relationships, environmental pollution, freshwater biodiversity conservation and habitat management; Demonstrated project management skills; good communication skills; synthesis and publication skills.	45	Candidate will manage day to day activities of the project which includes both research and administration.
PMU.3	Accounts Officer	1	40,000	Person retired from Central/State Government in rank equivalent to the Finance Officer of Central Government is eligible.	Master/Bachelor's Degree in the field of accounting or any other related field from a recognized university or institute. At least 15 years of experience in the field of management of accounts. Knowledge of computer application such as MS Word, MS Excel, Power Point internet and email.	62	Candidate will assist in developing and establishing financial and budgetary management and auditing systems for the Project.
PMU.4	Civil Engineer	1	3,000/- per day up to 15 days/ month	Person retired from Central/State Government in rank equivalent to the Chief Engineer eligible for the position. A minimum of 2 years of experience as Chief Engineer in surveying, planning, designing, estimation, execution and implementation of projects.	Bachelor's Degree in Civil Engineering from a recognized university or institute. Master's degree in Business Administration from a recognized university or institute. Proficiency in AutoCAD and Microsoft Office.	62	Candidate will plan, manage, and supervise construction work.
PMU.5	Technical Officer	1	40,000	Master's degree in Zoology with ≥25 years of experience in a Government institution in providing inputs for biodiversity conservation and protected area management.	Experience in evaluation of proposals related to biodiversity conservation and protected area management.	62	Candidate will handle files related to evaluation of project and administrative issues
PMU.6	Store Keeper	1	30,000	Master's degree in any discipline with ≥4 years experience in office management, store management, book keeping and related subjects.	Knowledge of store management in conservation related project. Experience of administrative procedures and rules and regulation.	45	Candidate will carry out administrative work for the project and support the field activities.
PMU.7	Project Assistant (Computer application)	1	20,000	Bachelor's degree with minimum of 60% aggregate marks in computer science with ≥2 years of experience in relevant field.	Experience of development and management of database and web designing.	35	Candidate will assist in administrative and office management and field teams.
PMU.8	Project Assistant (Media)	1	20,000	Bachelor's degree in Mass or Visual Communication, Graphic Design.	Experience of graphic designing , web designing and working on designing software, managing social media etc.	30	Candidate will assist in online data preparation and management.

<b>PMU.9</b>	Project Assistant	2	20,000	Bachelor's degree in subjects related to Life sciences, Economics, Humanities, or Social science.	Experience in conducting social survey, stakeholder analysis and ecological surveys.	30	Candidate will conduct social surveys.
<b>PMU.10</b>	Training Assistant	1	25,000	Bachelor's degree in subjects related to life sciences, management, economics, humanities, commerce or social science with $\geq 1$ year experience in relevant field.	Experience of organizing training programmes and workshops in terms of logistics.	35	Candidates will make logistic arrangement for training programmes



**APPLICATION FORM FOR THE CONTRACTUAL ENGAGEMENT UNDER NMCG  
PROJECT, WILDLIFE INSTITUTE OF INDIA, DEHRA DUN**

Passport  
size photo

**(1) Personal Information:**

<b>a.</b>	Post applied for and Serial Number	
<b>b.</b>	Name of the applicant	
<b>c.</b>	Current designation	
<b>d.</b>	Current pay scale	
<b>e.</b>	Father's/Husband's Name	
<b>f.</b>	Date of birth	
<b>g.</b>	Contact details (Address, E.mail, phone number)	

**(2) Educational qualifications (from Bachelor's Degree onwards):**

Degree/ Diploma	Name of the Institution/University	Passing year	Grade**/ Division	% of marks	Main subjects

\*\*Please provide grade equivalence to percentage of marks, if any.

**(3) Details of experience in relevant fields:**

Sl. No.	Name of Institute/Organization /Department	Designation	Period		Nature of duty (Roles and responsibilities held by applicant)	Last pay drawn as per last pay certificate
			From	To		

**(4.a) Details of Publications (please attach list as Annexure):**

Category	Number
(1) Peer-reviewed Papers	
(2) Technical/Research Reports	
(3) Books/Manuals	
(4) Others	

**(4.b) Details of Projects/ work experience (please attach list as Annexure):**

Sl. No.	Projects	Project assigned for (Institute/Organization /Department)

**(5) Any other relevant information:**

## **Declaration by the Applicant**

I hereby declare that all the particulars stated in the application and enclosures are true to the best of my knowledge and belief.

(Signature of Applicant)

Place:

Date:

List of Annexures:

(1)

(2)