

**Government of India
Ministry of Environment and Forests**

**Invites Applications for the following posts under World Bank Assisted project
of National Ganga River Basin Authority**

1. The Ministry of Environment and Forests has received Project Preparation Facility (PPF) Advance from World Bank for supporting preparation of an investment project for the National Ganga River Basin Authority (NGRBA). A Project Preparation Unit is being set up for the purpose. In this regard, applications are invited from suitable candidates for the following positions on contract basis for a period of two years.

1) Team Leader

No of posts: One

Terms of Reference- Would be responsible for overall functions assigned to the PPU with the primary task of managing the preparation of the World Bank project proposal by the PPU.

Assist in preparation of project proposals for abatement of pollution of river Ganga in a holistic manner.

Assist in development of programmes or schemes for multi sector projects. Identification and selection of local/international consultants.

Extensive interaction with State Government/implementing agencies/local bodies.

Any other related work assigned from time to time.

Qualification

Essential-Master's Degree in Civil Engineering/Public Health Engineering/Environmental Science/Engg/Business Management.

Experience

Minimum 15 years of relevant Project Management experience, with at least 5 years of project leadership experience and at least 5 years of project management experience in preparation and/or implementation of large public sector projects. The candidates should have demonstrated experience of liaising with the Central and State Governments and with multilateral financing institutions.

2) Project Officer (Sewerage Works)

No of posts: Two

Terms of Reference- Assist in preparation of project proposals for abatement of pollution of river Ganga with particular reference to sewerage works.

Assist in development of programmes or schemes for multi sector projects. Identification and selection of local/international consultants.

Extensive interaction with State Government/implementing agencies/local bodies/interest groups.

Any other related work assigned from time to time.

Qualification

Degree in Civil/Environmental Engineering

Experience

8 years of experience out of which 4 years in implementation of similar projects.

3) Project Officer (Water Resources)

No. of posts - One

Terms of Reference- Responsible for ensuring that the project preparation is consistent with the river basin planning framework. Main tasks include award & monitoring of consulting assignments on river basin and responsibility for the water resources planning pertaining to the proposed project interventions.

Assist in preparation of project proposals for abatement of pollution of river Ganga particularly with respect to water resources.

Assist in development of programmes or schemes for multi sector projects. Identification and selection of local/international consultants.

Extensive interaction with State Government/implementing agencies/local bodies/interest groups.

Any other related work assigned from time to time.

Qualification

Degree in Civil/Environmental Engineering with specialisation in water resource management.

Experience

8 years of experience out of which 4 years in implementation of similar projects.

4) Knowledge/Information Analyst

Terms of Reference- Responsible for setting up the knowledge/information system for project preparation and implementation, including GIS, water quality databases, etc. Task responsibility includes award and progress monitoring of the knowledge consultancies initiated during project preparation.

Extensive interaction with MoEF/State Government/implementing agencies/local bodies/interest groups.

Any other related work assigned from time to time.

Qualification

Degree Engineering/MCA

Experience

8 years of experience out of which 4 years in database management of similar projects.

5) Project Officer (Procurement)

No. of posts- One

Terms of Reference- Assist in preparation of project proposals and tender bids and contract documents as per the guidelines of World Bank.

Assist in development of programmes or schemes for multi-state multi agency projects. Identification and selection of local/international consultants as per the guidelines of World Bank, and monitoring and quality control of the procurement tasks performed by the project management consultancy.

Extensive interaction with State Government/implementing agencies/local bodies/World Bank and Consultant.

Any other related work assigned from time to time.

Qualification

Essential-Degree in Engineering or equivalent

Experience

Minimum 8 years of procurement experience out of which 4 years as procurement specialist in large public sector projects in India. Desirable experience includes procurement in water/sewerage/sewage treatment projects and in World Bank funded projects.

6) Project Officer (Environmental Science/Ecology)

No. of posts-One

Terms of Reference- Responsible for ensuring that project preparation is consistent with conservation and management of river ecology. Main tasks include award and monitoring of consulting assignments on river ecology and biodiversity and responsibility for the ecological design of the proposed project interventions.

Assist in development of programmes or schemes for multi level project development. Identification and selection of local/international consultants. Will be specifically responsible for overseeing the consultancy studies for environmental impact assessment of the proposed project investments and for preparation of the Environment Management Plan and Framework for the project in accordance with applicable World Bank guidelines pertaining to environmental issues.

Extensive interaction with State Government/implementing agencies/local bodies/interest groups.

Any other related work assigned from time to time.

Qualification

Essential-M.Sc in Env. Science/Ecology.

Desirable- Ph.D in relevant subject.

Experience

8 years of experience out of which 4 years in implementation of similar projects.

7) Public Relation and Communications Officer

No. of posts-One

Terms of Reference- Assisting in conceptualizing, developing and implementing a comprehensive communication strategy around the Ganga program

Liaising with colleagues and key spokespeople within MoEF and NGRBA on matters pertaining to the Ganga program; liaising also with media, civil society organizations and other stakeholders in order to maintain on-going two-way communications with key stakeholders

Coordinating and interacting with state governments/implementing agencies/local bodies/other interest groups on shared communication initiatives and activities relevant to the program.

Maintaining and updating information on organisation's website.

Preparing and supervising the production of publicity brochures, handouts, direct mail leaflets, promotional videos, films and multimedia programmes.

Monitoring the media to apprise the team of the developments relevant to the Ganga program.

Any other related work assigned from time to time.

Qualification

Essential-Post Graduate in Public Relations/Arts/Science

Desirable- Diploma/Course in Mass Communication.

Experience

7 years of experience out of which 4 year in implementation of similar projects.

8) Social Development Officer

No. of posts-One

Terms of Reference-

Identifying and assessing the social development aspects of the investments proposed under the project; responsible for preparing plans for enhancing the positive social outcomes and mitigating the adverse social impacts of project investments. Will be specifically responsible for overseeing the consultancy studies for social impact assessments of the proposed project investments and for preparation of plans and framework for the project in accordance with applicable World Bank guidelines pertaining to social issues.

Contributing to the design of the project interventions, in order to enhance social outcomes.

Any other related work assigned from time to time.

Qualification

Experience

7 years of experience out of which 5 years in implementation of similar projects (as described above).

Essential:- 5 years in social development management related to large projects, including experience with land acquisition, resettlement and rehabilitation, livelihood generation and improvement, focused in slums and urban communities.

Desirable- Work experience with communities in organising and implementing programmes related to solid waste management, low-cost sanitation, mobilization and awareness building in urban youth and school-children.

9) Finance Officer

No. of posts-One

Terms of Reference- Finalisation of project proposals/cost estimates and overall financial management of the PPU.

Assist in development of programmes or schemes for multi level project development. Identification and selection of local/international consultants.

Extensive interaction with State Government/implementing agencies/local bodies etc.

Any other related work assigned from time to time.

Qualification

Post Graduate in Commerce or a certified cost/Chartered Accountant.

Experience

Minimum 5 years of experience of suitable financial management out of which 3 years of working in large public sector projects.

10) Office Secretary

No. of posts- Two

Terms of Reference- Assist in managing general office work, arranging meetings, appointments, travel arrangements, maintaining web sites, attend to telephone calls and e-mails, preparation of reports, assistance to take meeting minutes, typing work etc.

Any other related work assigned from time to time.

Qualification

Essential-B.A/B.Sc

Desirable-Diploma in Secretarial Practice.

Experience

3 years of experience out of which 1 year of working in similar projects.

2. The number of posts shown against the various positions is tentative. The exact number will depend upon the requirement at the time of selection. The selected candidates may be posted at New Delhi, State capitals of Uttar Pradesh, Uttarakhand, Bihar, Jharkhand and West Bengal.

3. Applications must include photocopies of relevant certificates in proof of their educational qualification and experience. Applications received after the stipulated period will not be considered.

4. Salary will commensurate with experience of the candidates.

5. The prospective candidates may refer to the Notification S.O. 521(E) of the NGRBA published on 20.2.2009 for information. The notification is available in the link-What's New-on the Ministry's website.

6. Candidates are also required to state any involvement or interest that is in direct or indirect conflict with the duties to be performed. Any involvement or interest declared would be carefully considered but would not automatically bar the applicant from being further considered in the selection process.

7. Based on the response received, suitable candidates will be short listed and called for interview.

8. **Submission of Application**

Interested candidates may submit application in a sealed envelope clearly superscribed as "Application for the post of - - - in the PPU for NGRB project to the **Under Secretary(Administration), National River Conservation Directorate, Ministry of Environment & Forest Room No. 129, First Floor, Paryavaran Bhawan, CGO Complex, Lodi Road, New Delhi-3 within 21(Twenty One) days** from the date of publication of notice in the National Dailies (in case it falls on holiday, then the next working day shall be applicable as the last date of submission of the application) in 'A'4 pages using font size of 12.

9. Late submissions or submissions that do not conform to the above requirements will not be considered.

Director
NRCD