

**Office of the Chief Project Director, Uttarakhand Forest Resource  
Management Project, Uttarakhand, Dehradun.  
Address: 85, Rajpur Road, Dehradun (Uttarakhand) 248 001  
E-Mail ID: cpdufrmp@gmail.com; Phone: 0135-2740605**

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**For the Candidates applying for different Posts under Project Management Unit  
(PMU) of Uttarakhand Forest Resource Management Project.**

Uttarakhand Forest Resource Management Project, funded by Japan International Cooperation Agency (JICA) aims at addressing the problem of forest degradation in forest fringe areas of the State. The Project would be implemented by Van Panchayats (VPs), ensuring their capacity development in the process. The project is aimed at controlling forest degradation, improvement of livelihood options and income generating activities of the people living in the target area, thereby, reducing their dependence on forests.

<b>Total Project Cost</b>	<b>Rs. 807crores.</b>
<b>Duration of the Project</b>	<b>8 years</b>
<b>Number of VPs to be taken up</b>	<b>750</b>
<b>Target area for Eco-restoration</b>	<b>37500 ha. (on an average 50ha per VP)</b>

The Project is being implemented in 17 forest divisions; 13 forest divisions will be taken up for forestry and livelihood components and 6 forest divisions for disaster affected forest areas (two forest divisions are overlapping) The 13 forest divisions taken up for forestry and livelihood activities are Alakhnanda Soil conservation, Pauri Civil Soyam, Tehri Dam I, Narendra Nagar, Lansdown Soil, Ramnagar Soil, Ranikhet Soil, Almora Civil Soyam, Nainital Soil, Bageshwar, Champawat, Pithoragarh & Mussoorie Forest Divisions.

The Project is being implemented in Society mode for which Uttarakhand Forest Resource Management Society (UFRMS), an autonomous Society has been constituted under Society Registration Act 1860. A PMU (Project Management Unit) has been established at the State level for this purpose. In the field, the Project will

implemented by DMU (Divisional Management Unit) at DFO level and FMU (Field Management Unit) at the Range level.

Project Management Unit of Uttarakhand Forest Resource Management Project invites applications from suitable candidates for the following positions latest by **24th April 2015**.

**(A)**

Sl. No.	Name of Post	No.	Qualification/ Experience
1	Project Manager,* Community Development Remuneration: Rs. 60 (Sixty) Thousand per month (Consolidated)	01	Post Graduate in Forestry/Social Science/Rural Development/M.B.A. in Rural Development Minimum 5 years experience in projects involving capacity development, training, livelihood, enterprise development, Income Generation Activities. Proficiency in MS Office.
2	Project Manager,* Publicity and Documentation Remuneration: Rs. 60 (Sixty) Thousand per month (Consolidated)	01	Post Graduate in Mass Communication. 5 years experience in Projects involving documentation, report publication, maintenance & updating of Project website, preparing brochures, newsletters, publicity material. Proficiency in MS Office.
3	Project Manager,* Disaster Mitigation Remuneration: Rs. 60 (Sixty) Thousand per month (Consolidated)	01	Structural Engineering graduate with Diploma in Natural Disaster Management/Mitigation. 5 years experience in Projects involving review of work related to Disaster Mitigation and Management particularly with reference to landslides in hills, river bank erosion control, designing of soil conservation structures and field inspection. Proficiency in MS Office.
4	Account Officer,* Remuneration Rs. 40 (Forty) Thousand per month (Consolidated)	01	C.A. with 4 years experience in computerized accounting, experience of Tally. Proficiency in MS Excell.

**\*working experience in externally Aided Project would be desirable.**

**(B)**

Sl. No.	Name of Post	No.	Qualification/ Experience
1	Assistant Account Officer Remuneration: Rs. 20 (Twenty) Thousand per month (Consolidated)	02	B.Com with 5 years experience in computerized accounting, experience of "Tally". Good knowledge of MS Excell.
2	Personal Secretary to Chief Project Director Remuneration: Rs. 30 (Thirty) Thousand per month (Consolidated)	01	Graduate, Efficient in Hindi & English Shorthand. Good knowledge of MS office and internet. Hindi & English typing (minimum 4000 KDPH)

3	Computer Operator Remuneration: Rs. 15 (Fifteen) Thousand per month (Consolidated)	03	Graduate, Hindi and English typing (minimum 4000 KDPH). Good knowledge of MS office and internet.
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**Terms of Reference**

**Age:**

Candidate should not be more than 45 years of age, as on 1st July 2015.

**Qualification:**

As mentioned above against the Post.

**Experience:**

As mentioned above against the Post.

**Remuneration:**

As mentioned above against the Post.

**Duration/Engagement:**

The appointment initially would be for a period of one year, subject to extension on annual basis as per their performance and requirement of the Project.

**Receipt of Application:**

Application duly signed should reach the address mentioned below, latest by April 24, 2015 in a sealed cover, superscripted with "**Application for the post of .....** (Name of Post for which applied)"

**Chief Project Director,  
Uttarakhand Forest Resource Management Project (JICA),  
85, Rajpur Road, Dehradun (Uttarakhand).  
248001**

**APPLICATION FORM**

To,

**Chief Project Director,  
Uttarakhand Forest Resource Management Project (JICA),  
85, Rajpur Road, Dehradun (Uttarakhand).  
248001**

**Name of Post for which Applied :**

Passport size  
Photograph of  
Candidate

self attested  
with Signatures

- 1- **Name of the Candidate** : Mr/Mrs/Ms.....
- 2- **Father's/Mother's/Husband's Name** : .....
- 3- **Date of Birth** : .....
- 4- **Address for Correspondence** : .....
- 5- **Permanent Address** : .....
- 6- **Contact Number** : .....
- 7- **E-mail Address** : .....

**8- Academic Qualification (Graduation onwards)**

Degree/Diploma	Year	Name of University/Institute	Subjects	Marks (%)	Remark

**9- Details of Work Experience**

<b>Name of Organization</b>	<b>Type of Work</b>	<b>Post Held</b>	<b>Period</b>	<b>Major Responsibilities</b>

**DECLARATION**

I .....s/o, d/o, w/o.....solemnly declare that all the particulars furnished above are correct to the best of my knowledge and belief. In the event of any particular or information given herein being above false or incorrect, I shall be responsible and my candidature for the selection will be liable to be cancelled.

Date:

Place:

**Signature of Candidate**

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