

F.No.18/02/2020- CS/BR
Government of India
Ministry of Environment, Forest & Climate Change

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Indira Paryavaran Bhawan,
Room No. A-502,
Aliganj, JorBagh
New Delhi-110003
Date: 28.06.2023

NOTICE

Sub: Advertisement for engagement of one Consultant 'B' in Biosphere Division - reg.

Application is invited for engagement of one Consultant 'B' in the Biosphere Reserve Division of the Ministry of Environment, Forest & Climate Change for a period of one year (extendable to three years) on consolidated monthly remuneration of Rs. 80,000/- (rupees eighty thousand only). The terms of reference for engagement, education qualification and application procedure are available in the Annexure to this notice.

2. Eligible candidates may send their applications in the format prescribed as per **Annexure** (enclosed) within 21 days from the date of publication of this notice in the website of the Ministry, at the following address:

The Director (BR)
Room No. A-502, Indira Paryavaran Bhawan
Ministry of Environment, Forest & Climate Change
JorBagh Road, Aliganj
New Delhi - 110 003.

3. A soft copy of the duly filled application form along with all supporting documents may also be sent by email at: w.bharat@nic.in


(W. Bharat Singh)
Sc 'F' / Dir (BR)

To,
IT Division/ NIC Division
✓

QUALIFICATION AND EXPERIENCE

Essential Education Qualification	Required Experience
Master's Degree in Environmental Science/Life Science equivalent degree from a recognized University/Institute or B.E (Environmental Engineering)	Working experience of 5 years post qualification in environment, ecology and at least three years' experience in GIS.

GENERAL CONDITIONS FOR ENGAGEMENT OF CONSULTANT

1. The post is purely contractual and the consultant will have no right to claim any regular appointment/ promotion in the Ministry of Environment, Forest and Climate Change, Government of India.
2. The appointment of Consultant is of a temporary in nature and the appointment can be cancelled at any time by the Ministry without assigning any reason. The Ministry shall have the power to terminate at any time without assigning any reason, with the approval of the Secretary (EF&CC). Absence from duty for a continuous period of eight days, without any information or any valid reason shall lead to automatic termination of contractual engagement.
3. **Term of Engagement:** The post is temporary in nature and purely contractual. The initial tenure of engagement would be up to a period of one year which may be extended further from time to time upto three years, depending on the need and subject to performance and presence of the professional in the Division. The period of engagement will be assessed on half yearly basis and specified so for continuation if required and the performance is found satisfactory.
4. **Age limit and relaxation:** The candidate shall not exceed age of 40 years on the date of closure of the application. Relaxation in age for SC/ST/OBC/PH/Women candidates as per the GOI/ Institute norms however shall apply.
5. Only persons of Indian origin need apply.
6. Only shortlisted candidates will be call for a physical interview.
7. The date for determining the upper age limit, qualifications and experience shall be the closing date prescribed for receipt of application.
8. Applicants should enclose self attested copies of the relevant educational qualification, experience certificates indicating clear areas of work handled and without which the application will be rejected.
9. No TA/DA will be admissible for appearing in the interview/ joining the assignment or on its completion.



10. **Allowances:** The consultant shall not be entitled to any allowance such as Dearness Allowance, Residential Telephone, Residential Accommodation, personal staff, CGHS, Medical Reimbursement etc.

11. **Leave :**

- (i). Consultant shall be eligible for 8 (eight) days leave in a single year of consultancy.
- (ii). The leave shall accrue to them on completed month basis calculated from their date of joining on *pre-rata* base.
- (iii). Consultant shall not draw any remuneration in case of his/her absence beyond 8 (eight) days in a year (calculated on *pro-rata* basis).
- (iv). Un-availed leave in tenure of single year cannot be carried forward to next tenure of one year.
- (v). The intervening Saturday, Sunday or Gazetted Holidays during a spell of leave shall not be counted against the 8 (eight) leaves.

12. **Increment:** Consultant shall be entitled to 8% annual increase in their remuneration subject to recommendation/ satisfactory report by the Divisional Head.

13. **Attendance and working days:**

- (i). The working hours of the professional shall be same as regular Government employee working in the Ministry. No extra remuneration shall be allowed for working beyond office hours or on Saturdays/Sundays/Gazetted holidays. Compensatory leave in such cases shall be at the discretion of the Divisional Head of the concerned Division.
- (ii). The attendance shall be marked in the Biometric Attendance system by the Consultant.

14. **Conflict of Interest:**

- (i). The Consultant shall be expected to display utmost honesty, secrecy, sincerity and good conduct while discharging his/her duties. In case services of Consultants found in conflict with interests of Government or unsatisfactory, his/her engagement will be liable for discontinuation without assigning any reason;
- (ii). During the period of assignment with the Ministry, the Consultant would be subject to the provisions of the Indian Official Secret Act, 1923 and will not divulge any information gathered by him during the period of his assignment to anyone who is not authorized to know the same.
- (iii). Selected candidates shall provide integrity certificate from 2 references known to them.
- (iv). A self-undertaking shall be provided by the candidate to the effect that he/she has no criminal record or criminal case in any court is pending against them.



APPLICATION PROCEDURE

Interested candidates should submit their application in prescribed format (Annexure) along with self attested copies of mark sheets, certificates, degree, etc. to the Director (BR) Division, A-502, Agni Wing, Ministry of Environment, Forest and Climate Change, Indra Paryavaran Bhavan, Ali Ganj, Jorbagh Road, New Delhi, Delhi 110003. The last date of receipt of application is 21 days from the date of publication of this advertisement in the website of the Ministry.

ANNEXURE

Application format for appointment as consultant in the Ministry of Environment, Forest and Climate Change.

1. Name:
2. Father's Name:
3. Date of Birth:
4. Domicile:
5. Nationality:
6. Mailing Address (with Telephone/ Mob. No. and e-mail address):
7. Permanent Address:
8. Educational Qualification:

S.N	Item	Name of the School / Board / College / University	Major Subject	Year of Passing	Grade/Division & Percentage of Marks
1.	Senior Secondary School				
2.	Bachelor's Degree				
3.	Master's Degree				
4.	PhD				



9. Working Experience:

S.N	Name of the Employer & Address	Areas of work handled	Period (in DD/MM/YY) From to	No. of years of Experience	Remarks (if any)

10. Any other information:

(Note: Application received without working experience, clearly indicating the nature of work handled will summarily rejected)

(Signature)

