



OFFICE OF THE DIVISIONAL MANAGEMENT UNIT CHIEF CUM-DIVISIONAL
FOREST OFFICER, SUNDARGARH FOREST DIVISION, SUNDARGARH.

(Phone & FAX Number: 06622-272243, email- dfosngdvn@yahoo.co.in)

Memo No. 260 /6F (OFSDP) Dated. 20/06/2018



To,

The Project Director
OFSDP, Phase-II,
SFTRI Campus,
Ghatikia, Bhubaneswar
751029

Sub: Regarding Web Hosting of corrigendum on advertisement for Recruitment of FMU Coordinators (Microplanning & Livelihood) for Sundargarh DMU, under OFSDP-II, in OFSDP website, advertisement.

Sir,

In inviting a kind reference to the subject cited above, I have to inform you that due to prolonged Postal strike, many of the intended candidates were not able to submit their application. Hence, for the larger interest of the candidates, it has been decided to extended the last date of receipt of the applications from 04.06.2018 to 06.07.2018. The corrigendum advertisement for recruitment of the 1 no. **FMU Coordinator (Microplanning & Livelihood)** has been decided to be advertised on three Odiya Daily Newspaper, i.e. The Dharitree, The Samaj & Sambad, on 21st of this month. So the same may kindly be permitted for webhosting in **ofsd.org** advertisement, with detail ToR, Application Format and Advertisement on the same day.

This is for favor of your kind information and necessary action.

Enclosure: - Details of Advertisement.

20/6/18

DMU Chief-Cum-
Divisional Forest Officer,
Sundargarh Division.

Memo No.

261

Date

20/06/2018

Copy submitted to Regional Chief Conservator of Forest, Rourkela Circle, Rourkela, for kind information.

20/6/18

DMU Chief-Cum-
Divisional Forest Officer,
Sundargarh Division.

Project brief & Vacancy details:

ODISHA FORESTRY SECTOR DEVELOPMENT PROJECT - PHASE-II is being implemented with the loan assistance from Japan International Cooperation Agency (JICA) in 10 districts of Odisha. This project is for a period of 10 years from 2017-18 to 2026-27. The project objective is to enhance forest ecosystem along with sustainable livelihood of local people by improving sustainable forest management, sustainable biodiversity conservation and community development, thereby contributing to harmonization between environmental conservation and socio-economic development in the Project area in Odisha. The project is implemented in Joint Forest Management mode involving 1200 Vana Surakshya Samiti and is expected to achieve progress in Sustainable Forest Management through strengthening of these community based institutions. The project shall also engage 3600 Women SHGs in enhancing their income through different Income Generating activities.

The project will be implemented in 14 Forest/ Wildlife divisions namely; Baripada, Rairangpur, Karanjia, Dhenkanal, Athamallik, Ghumusur(N), Ghumusur (S), Boudh, Subarnapur, Sambalpur, Jharsuguda, Sundargarh, Bamra (WL), Mangrove Forest (WL) Rajanagar. In total 50 Forest Ranges (hereinafter referred to as Field Management Unit, FMU) have been selected in 12 Forest Divisions for the implementation of project components under JFM mode.

The Project emphasizes rigorous engagements with the target communities, PRIs, other Line Departments and civil society organizations for implementation of different activities through convergence. The project components are varying and cover different aspects for implementation.

The project will address the following priority areas:

- Restoration of degraded forest and augment forest resources
- Secure sustainable forest management by improving forest administration, community organizations and capacity development of other stakeholders, Conservation and Ecosystem based management of the biodiversity and promotion of inter-sectoral convergence for holistic development of target communities.
- Improve income of the forest dependent families with targeted livelihood improvement through IGA activities.
- Technology based monitoring of the project interventions.

For the implementation of the project, the institutional structure is set up in society mode in Odisha Forestry Sector Development Society (OFSDS) with Project Management Unit (PMU) at State level headed by the Project Director. At the level of implementing forest/ wildlife divisions, Divisional Management Unit is constituted which are headed by the DFO cum -DMU Chief. The Field Management Units are constituted at Forest Range level (50nos.) each headed by the Range Officer cum -FMU Chief. The project is proposed to be implemented in JFM mode with active involvement of 1200 VSSs selected in 50 forest ranges within 12 Forest Divisions and the Biodiversity components to be implemented in 2 Wildlife Divisions.

In order to ensure effective implementation of the project and to facilitate the communities for different interventions at the community level, the following personnel is required from the beginning of the project implementation. Hence, applications are invited from suitable candidates for contractual

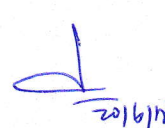
engagement of the following positions at FMU level (Forest Management Unit) for working in Odisha Forestry Sector Development Project, Phase-II initially for one-year period and may be extended for similar periods subsequently:

Division	Name of the Post	Vacancy	Remuneration per Month
Sundargarh Forest Division	FMU Coordinator (Micro Planning and Livelihood Support)	01	25000/-

Application in sealed envelope super scribed 'Application for the post of (Post Name) complete in all respect along with a Bank Draft of Rs. 500/drawn on any Nationalized Bank in favour of Divisional Forest Officer-cum-DMU Chief, Sundargarh, payable at Sundargarh should reach the O/o the Divisional Forest Officer, Sundargarh, on or before 06.07.2018, 5.00 PM. The applications received after last date will not be entertained. The project will not be responsible for any postal delay. The Project authorities reserve the right to reject any application without assigning any reason thereto. Candidates in employment must enclose NOC from the present employer.

Job Description & Eligibility Criteria are as below:

Name of the Post	Job Description	Qualification & Experience
FMU Coordinator (Micro-Planning & Livelihood Support)	<ul style="list-style-type: none"> • He / She will: Assist FMU Chief/c. Assistant FMU Chief in Annual Plan & Implementation at <u>VSS level</u> • Guide and Facilitate Micro Planning, Livelihoods and NTFP interventions • Assist small business / enterprise plan, inter-sectoral Convergence, Cluster promotion, Monitoring & reporting and Capacity Building Coordinate with VSS and other Stakeholders in the project implementation. 	<ul style="list-style-type: none"> • Essential Qualification: Graduate in any Discipline (with more than 45% in aggregate in qualifying exam) • Desirable Qualification: Post Graduate / MBA in any discipline. • Essential Experience: 3 years' experience in Micro Planning, Natural Resource Management, community based institution building, Livelihood Support activities etc. • Desired Experience: Experience of implementing Govt Projects / Externally Aided Project for more than 1 year.


20/6/18
DFO-Cum- DMU Chief
Sundargarh Division



ODISHA FORESTRY SECTOR DEVELOPMENT SOCIETY
SFTRI Campus, At/PO-Ghatikia, Bhubaneswar-751 029
Ph: 0674-2386016, mail:webmail@ofsdp.org



APPLICATION FORM

Post Applied for: (Note: Use one form for one Post, Attach Bank Draft for each post Applied and Tick the post applied for)					Attach a Self Attested Photograph (3cmx4cm)
1. First Name:		Last name:			
2. Date of Birth: (Certificate of proof to be attached)			3. Sex:		
4. Present Contact Address:			5. Permanent Telephone No: (STD code) Number		
6. Permanent Contact Address:			7. Present Telephone No: (STD code) Office Number.		
8. Email Address:		9. Mobile No:			
10. Computer Literacy : Mention all software(s) known /used					
11. Education: High school onwards, please list all our qualifications					
Degree	Institute/Board	Year	Division/ Marks	Subjects	Full/ Part Time/ Distance Learning
Matriculation					
+2 (Arts/Sci/Comm)					
+3 (Arts/Sci/Comm)					
P.G. (Specialisation)					
Professional					
Others					
12. Employment Record :					
Total years of post qualification experience					
Years of experience in Government					

13. Level of Proficiency in Computers

MS Office Program	Ability to Use		
	Poor	Fair	Good
MS WORD			
MS POWER POINT			
MS EXCEL			
MS ACCESS			
Other (please specify _____)			

14. Employment History: (Use separate sheets if required)

Starting with your present employment, list in reverse order all the employments you have in the below format

Organization and Project name	Designation	Tenure of Engagement (from --to	Level of Engagement (State / District / Block)	Type of Projects Associated		
				Government Sector or others	External Aided or not. If yes, name of Donor Organisation	Nature of works by the applicant
1.						
2.						

15. Current Employment

Name of the Organization	
Since when working From ----- to -----	
Monthly Emolument including all allowances	

16. Medical History: Please give details of major health disabilities (covering congenital disorders, physical or mental disabilities of any sort, cardiac or pulmonary disorders,

17. Joining Time: Please confirm your ability to relocate/ be at OFSDS Head Office and join within one month of selection. In case of any constraint - please elaborate in the space provided:

In case of already employed person(s), NOC from present employer is to be attached.

18. Language Proficiency: Please confirm oral and written proficiency in languages known to you. Your assessment shall be tested at a later stage).

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 _____)									

19. Explain why do you consider that you are suitable for the position applied for. (within 200 words and may use separate sheet for the same)


20. Referees: Two persons to whom you have reported professionally in the recent past whom we can immediately reach for a reference

	Referee 1	Referee 2
Name:		
Address:		
Telephone/Cell Number:		
Organization:		
Designation:		
Your Professional Relationship with the Referee:		

Place:

Date:

Signature of the Applicant


20/6/18
DFO-Cum- DMU Chief
Sundernagar Division