



Department of Water Resources
Government of Odisha
Odisha Community Tank Development Management Society
 Plot No-A-8/2, Beside RTO Office, Bhoi Nagar, Bhubaneswar-751022
 Ph. 0674-2542252, E-Mail: spuoiipkra.od@gov.in



ADVERTISEMENT No. 234/2018-19

Date: 7-5-2018

The Project Director, OCTDMS-cum-Additional Secretary to Govt., DoWR, Odisha invites applications for empanelment and eventual engagement for the following positions on contractual basis as per the requirement of the Project.

Sl No.	Name of the Position	Place of Posting	No. of Posts	Educational Qualification/Eligibility Criteria	Remuneration per month
1	Agro-Economist	State Project Unit, Bhubaneswar	1 (One)	B.Sc Agriculture with MBA in Agri-Business/ Rural Management Or Post-Graduate in Economics with MBA in Agri-Business/ Rural Management Minimum of 8 (eight) Years post-qualification experience in development projects out of which at least 5 (five) years of experience in the managerial capacity in similar jobs at State-level.	Fixed-Rs. 56,000/- Variable/ Incentive – Upto Rs. 14,000/-
2	MIS-GIS Specialist	State Project Unit, Bhubaneswar	1 (One)	M.Tech/M.Sc (Geo-Science/ Environmental Science/ Geography/ Geology/Marine Science) along with Diploma/ Certificate course in RS & GIS and having 5 (five) years' of post-qualification experience Or BE/B.Tech(in Computer Science/IT)/MCA along with Degree/ Diploma/ Certificate course in Geo-informatics/RS & GIS from a recognized University/ Institution and having 7 (seven) years' of Post-qualification experience in RS & GIS.	Fixed-Rs. 48,000/- Variable/ Incentive – Upto Rs. 12,000/-
3	Technical Assistant	State Project Unit, Bhubaneswar	1 (One)	Diploma in Civil Engineering with at least 7 (Seven) years of post-qualification working experience of CAD operation, Data entry, analysis and reporting.	Fixed-Rs. 20,000/- Variable/ Incentive – Upto Rs. 5,000/-
4	Multi-Skill Assistant	State Project Unit, Bhubaneswar	2 (Two)	Graduate in any discipline along with PG Diploma in Computer Application & minimum 5 (five) years of experience in secretarial practices/ Data Entry Operator and Office Assistant.	Fixed – Rs. 9,600/- Variable/ Incentive – Upto Rs. 2,400/-

The previous advertisement made for the above posts at Sl 2, 3 & 4 stands cancelled. The candidates who have applied previously need to apply afresh if eligible as per the qualifications and experience profile of the present advertisement. The applicants working in similar nature of job with international donors/ lenders/ external aided projects such as World Bank/ DFID/ IFAD/ ADB/ UNDP/ UN will be preferred. Eligible candidates with required qualification and experience as per ToR should apply in the prescribed application format along with self-attested copy of the required documents/ testimonials super scribing the Post applied for in top of envelope through Speed post/ Registered post only addressed to **Project Director, OCTDMS, Plot No-A-8/2, Bhoi Nagar, Beside RTO Office, Bhubaneswar (Odisha)-751022.** Submission of application in other than the prescribed application format is not acceptable. The details of the ToR, qualification and experience, procedure for selection, monthly remuneration, application formats and general instructions to applicants are available in Government website www.odisha.gov.in under the link "Advertisement". The engagement is for one year. The engagement is purely temporary and may be discontinued at any stage without assigning any reason thereof.

The authority reserves the right to accept/ reject any or all application without assigning any reasons thereof. The last date of receipt of the applications is**23/05/2018**..... up to **17.00 Hrs.** Applications received in incomplete form or after due date and time will not be considered. Authority in no way will be responsible for any postal delay.

Sd/-

Project Director, OCTDMS
-cum-Additional Secretary to Govt., DoWR

APPLICATION FORM - OIIPCRA

Position Applied For: _____	Paste Recent Passport size Photograph
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1. PERSONAL DETAILS

Name of the Candidate	(First Name)	(Surname)
Address	<u>Permanent</u>	<u>Present</u>
Mobile / Phone No.		
Telephone – Residence		
Telephone – Office		
Email Id.		
Date of Birth : (DD/MM/YY)		
Gender : (Male/ Female)		

2. EDUCATIONAL QUALIFICATIONS (Graduation onwards, enclose self-attested copy)

Qualification	University / Institution	Subjects	Year of Completion	Percentage of Mark



3. OTHER QUALIFICATIONS / TRAININGS (Including Relevant Short Training Courses)if any

Course Name	Duration	Institution	Course Details

4. EMPLOYMENT / WORK EXPERIENCE DETAILS, Recent First (enclose self-attested copy)

Name & Address of Employer	Designation	Duration		Brief description of Responsibilities
		From	To	

5. COMPUTER LITERACY

Software	Level of Knowledge (Please Tick Relevant Column)		
	Basic	Working	Expert

6. LANGUAGE PROFICIENCY (Please Tick the Appropriate Column)

Language	Ability to Converse			Ability to Read			Ability to Write		
	Poor	Fair	Good	Poor	Fair	Good	Poor	Fair	Good
English									
Hindi									
Odia									
Other (specify)									



7. ANY OTHER INFORMATION (May Provide to Strengthen Candidature within 500 words)

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8. REFERENCE (Two Persons to whom you have Professionally Reported)

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9. DECLARATION

I do hereby declare that all statements made in the application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect at any point of time, my candidature/ appointment may be cancelled/ terminated without any notice.

Date :

Place :

(Signature of the Applicant)

Background of OIIPCRA

The Government of Odisha in partnership with Government of India will implement World Bank assisted project namely "OIIPCRA" with comprehensive basin plan and treatment 600 MIPs covering 90,000 ha in basin and sub-basin. The upcoming project envisages inter linking of MIPs and Tanks as a part of Water Resource Network and pilot automation with Water budgeting. The project will ensure complete renovation and restoration of 600 MIPs. It is expected to benefit around 2.00 lakh household direct beneficiaries or more than 10.00 lakh rural inhabitants.

The Minor Irrigation Tanks irrigate between 40 ha to 2000 ha of land and are managed by the Chief Engineer, Minor Irrigation, Odisha. The project will be executed through Odisha Community Tank Development & Management Society (OCTDMS) which is the Special Purpose Vehicle (SPV) for this project.

Selection Procedure of Candidates:

1. The advertisement will be made for wide publication through local/ National newspapers and through web sites of DoWR and State Government in the www.odisha.gov.in.
2. The candidates will have to appear in a written test there will be a cut-off mark 50% for the written tests to qualify for the next stage of interview. A panel of selected participants will be prepared on the basis of total marks secured in the written test & interview.
3. The written test/ skill test will be held in a 3rd Party institution other than the OCTDMS.

Terms of Reference (ToR) of Agro-Economist

Essential Qualification:

1. B.Sc. in Agriculture along with MBA in Agri-Business/ Rural Management **or**
2. Post graduate in Economics along with MBA in Agri-Business/ Rural Management.

Essential Work Experience:

Minimum **8 (Eight) years** of post-qualification experience in development sector projects out of which at least **5 (Five) years** of experience of working in similar nature of job in managerial position at State Level projects. Previous experience with International Donors/Lenders (Department for International Development/ United Nations or World Bank/Asian development Bank/ JBIC/ other externally aided projects) is preferred.

Job Description:

- S/He will be responsible for identifying the potential economic benefits/cost of various project interventions (With or without project intervention).
- S/He will be responsible for describing the methodology and assumptions for quantitative estimation of this benefits.
- S/He will be responsible for organizing the collection and analysis of relevant primary and secondary data.
- S/He will be responsible for estimating at the overall project level and at the components/sub-components level if separate quantitative analysis is feasible, the expected financial and economic returns; and
- S/He will be responsible for undertaking fiscal impact analysis of Odisha Irrigation and Agriculture Sector. S/He will be responsible for sensitivity and risk analysis of the expected returns with regard to major assumptions and external or implementation related risk identified during project implementation.
- S/He will be responsible for preliminary analysis of the distribution of the benefits across project beneficiary households.
- S/He will primarily undertake such tasks and activities/ sub-activities on project components for economic and financial analyses designed for the project and suggest measures wherever/ whenever necessary to project implementing agencies. He/ She will work closely with Monitoring & Evaluation, Documentation & Information Dissemination, Livelihood and Social unit for output/ outcome monitoring and impact evaluation.
- S/He will be responsible for progress, process and result monitoring on regular basis.

- S/He will be responsible for documentation and wider dissemination of MLE learning.
- S/He will be responsible for organizing theme specific workshops on yearly basis as and when required. S/He will liaise with theme based study and wider dissemination of learning. Defining analysis requirement for the subject area in consultation with thematic and M&E Experts.
- S/He will discuss the findings in review meetings at Programme level and district levels (Ensuring data use for monitoring of the subject area).
- S/He will manage downward information flow and use by the stakeholders and generate information for monitoring.
- S/He will be responsible for field based monitoring of performance related to the subject area and analyze, device to track indicators on return on investment with particular reference to irrigation efficiency, agriculture interventions and its relation to net profitability to stakeholders.
- Guide project towards effective economic interventions including carrying out pilot and other studies for the same.
- Any other responsibility or function assigned by PD, OCTDMS.

Skills and Attributes:

- Good communication skill.
- Knowledge of computer application, MS word, Excel and Power point.
- Ability to work effectively as a member of multi-disciplinary teams.
- Ability to work closely and effectively with Government and NGOs.
- S/He will be willing to travel extensively in project areas.

Engagement Period:

The engagement period will be for **1 (one) year** and may be extended to a maximum of 5 (Five) years on need basis. This will be a purely temporary job. Any duties rendered under this agreement by the candidate shall not confer him/her any right under any circumstances whatsoever to claim for any scale of pay or to be appointed on temporary/regular basis in the project or in any other State Govt. Organizations.

Remuneration:

Consolidated Rs.56,000/- fixed per month and variable/incentive component will be upto Rs.14,000/- per month. The variable part will only be released based on performance to be reviewed quarterly by authority and is at Sole discretion of authority.

Terms of Reference (ToR) of MIS/GIS Specialist

Qualification:

1. The candidate must have Post Graduate degree in Geology/ Geography / Environmental Science/ Marine Science. Diploma/Certificate course in Remote Sensing & GIS/ Geo-Informatics from a recognized University/Institution is essential.

or

2. B.E/ B.Tech (Computer Science/ IT) / MCA. Degree/Diploma/Certificate course in geoinformatics/ Remote Sensing/GIS from recognized University/Institutions is essential.

Experience:

- Minimum 5 (Five) years of post-qualification experience for applicants under Category-1 and Minimum 7 (Seven) years of post-qualification experience for applicants under Category-2 above in Remote Sensing & GIS, MIS and database management or related fields directly with GIS and MIS particularly in Development Design and implementation of GIS based software in the core sector of Land and Water Resources Management.

Skills:

- Knowledge on use of GIS/MIS related hardware and software and its application in Watershed related activities and resource management.
- Candidate should have good technical knowledge in computer programming for writing interfaces with GIS tools-Arc Info/Open GIS tools, digital image analysis and GIS techniques using different software.
- Capable of GIS Application Development, Data Base Development, Internet GIS solutions, Watershed Modeling, etc. leading to Decisions Support System (DSS).
- Operational skill and knowledge about GIS/ Remote sensing Software like, ARC GIS / ERDAS/ AM & FM / TIN/ Auto Desk Map 3D, Auto CAD and other open source GIS software and state of the art hardware, software, digitizers, scanners and plotters etc, on the latest windows environment.
- Exceptional planning and co-ordination skills and evidence of strategic thinking and proven ability to organize, plan and prioritize work

Job Description:

He/ She shall be responsible for

1. To create, maintain and manage geospatial data including conversion, translation, and incorporation of various formats of both spatial and tabular data into standardized GIS feature data sets, development of professional cartographic products using the current GIS tools, applying complex GIS spatial and network analysis methods, and using and developing RDBMS geo databases.
2. Independently manage the database and overall management of GIS and MIS centre, LAN of SPU maintenance of servers, etc.
3. Coordination with field level officials for obtaining necessary data for smooth functioning of MIS and GIS.

4. Integration of GIS database to MIS and web interface for displaying / sharing MIS/GIS based information and reports
5. To work the areas of data compilation, applying logical queries to identify errors, quality assessment of data reported and concise report preparation, etc.
6. Facilitate field based online application for data base generation in mobile app and integration with the MIS/GIS tools.
7. To build, coding, development of database modules and also backup & restore.
8. Liaise with related government departments/organizations, subordinate offices if required in connection with execution of GIS/MIS works and provide technical support for smooth implementation of any project.
9. To provide necessary support (data sharing) in preparation of reports and presentations
10. Render technical advice/ assistance in respect of or execution of the project or any other technical matter as and when required.
11. Any other works/ duties that may be assigned from time to time

Engagement Period:

- The engagement period will be for **1 (one) year** and may be extended up to a maximum of 5 (Five) years on need basis. This will be a purely temporary job. Any duties rendered under this agreement by the candidate shall not confer him/her any right under any circumstances whatsoever to claim for any scale of pay or to be appointed on temporary/regular basis in the project or in any other State Govt. Organizations.

Remuneration:

Consolidated Rs. 48,000/- fixed per month and variable/incentive component will be up to Rs. 12,000/- per month. The variable part will only be released based on performance to be reviewed quarterly by authority and is at Sole discretion of authority.

Terms of Reference (ToR) for Multi-Skill Assistant

Essential Qualifications & Work Experience:

Any Graduate with PG Diploma in Computer Application & minimum **5 (Five)** years of experience in Secretarial practices/ Data Entry Operator and Office Assistant. Applicants having experience in Externally Aided Projects, for example – World Bank/ DFID/ EC/ JICA/ ADB/ UNDP/ UN etc. is preferred.

Job Description:

He / She will be responsible for

- Generating & Maintaining files & records for the Project Unit & Project Staff
- Collecting data and feeding the same into the computer
- Generating information/report on project components for the physical & financial decision making
- Maintaining information on MIS system
- Assisting project officials for secretarial works
- Any other responsibility assigned by the PD/SPU.

Skills and Attributes:

- Proficiency in MS Office (MS Word, MS Power point, MS Excel, MS Access)
- Database Management, MIS
- Knowledge of English & Odia Typing
- Maintenance of office files & records
- Report generation
- Ability to work effectively in a multidisciplinary team.
- Ability to work closely with Government and Support organizations. Excellent documentation and report writing skills.
- Ability to adopt workflow automation system.

Engagement Period:

The period of engagement will be for 1 (one) year and may be extended up to a maximum of 5 years on need basis. This will be a purely temporary job. Any duties rendered under this agreement by the candidate shall not confer him/her any right under any circumstances whatsoever to claim for any scale of pay or to be appointed on temporary/regular basis in the project or in any other State Govt. Organizations.

Remuneration: (Rs.12,000/-)

Consolidated Rs. 9,600/- fixed per month and variable/incentive component will be upto Rs. 2,400/- per month. The variable part will only be released based on performance to be reviewed quarterly by authority and is at the Sole discretion of authority.

Background

The Government of Odisha in partnership with Government of India will implement World Bank assisted project namely "OIIPCRA" with comprehensive basin plan and treatment 600 MIPs covering 90,000 ha in basin and sub-basin. The upcoming project envisages inter linking of MIPs and Tanks as a part of Water Resource Network and pilot automation with Water budgeting The project will ensure complete renovation and restoration of 600 MIPs. It is expected to benefit around 2.00 lakh household direct beneficiaries or more than 10.00 lakh rural in habitants.

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Terms of Reference (ToR) of Technical Assistant

Essential Qualifications:

Diploma in Civil Engineering.

Job Description:

S/He will be responsible for

- CAD operation and use of related software and report/drawing generation.
- Generating & Maintaining files & records for Technical Unit, SPU.
- Data entry, analysis and reporting.
- Any other responsibility assigned by the Project Director.

Skills and Attributes:

- Excellent understanding and working knowledge of CAD operation, use of related Software, generation of drawing and reports of civil construction designs, estimates.
- Ability to work effectively in a multidisciplinary team, willing to travel extensively in the project districts when required.
- Ability to work closely with government and support organization.

Work Experience:

Minimum Seven years of post-qualification working experience in CAD related to civil works with proficiency in data entry and analysis. Applicant having experience in Externally Aided Projects, for example World Bank/DFID/EC/JICA etc. will be preferred.

Engagement Period:

The engagement period will be for **1 (one) year** and may be extended up to a maximum of 5 (Five) years on need basis. This will be a purely temporary job. Any duties rendered under this agreement by the candidate shall not confer him/her any right under any circumstances whatsoever to claim for any scale of pay or to be appointed on temporary/regular basis in the project or in any other State Govt. Organizations.

Remuneration:

Consolidated Rs. 20,000/- fixed per month and variable/incentive component will be up to Rs. 5,000/- per month. The variable part will only be released based on performance to be reviewed quarterly by authority and is at Sole discretion of authority.
