



NABARD Consultancy Services
(A wholly owned subsidiary of NABARD)
(An ISO 9001: 2015 Company)

Requirement of Project Based Contract Staff for Implementation of Green Climate Fund (GCF) in Odisha

NABARD Consultancy Services Private Limited (NABCONS), is a wholly owned subsidiary of NABARD and a leading consultancy organization in the field of agriculture and rural development (www.nabcons.com). NABCONS invites online applications from Indian citizens for the following posts in **Odisha**. The project is providing support services to the PMU of NABARD for the project “Ground water recharge and solar micro irrigation to ensure food security and enhance resilience in vulnerable tribal areas of Odisha”. The recruitment is project based on contract basis for a period of one year, which can be further extended, subject to satisfactory performance which will be co-terminus with the present project period of five years

NABCONS invites **ONLY ONLINE** applications from Indian Citizens for the 04 posts on contract basis as Project Based Contract Staff for the captioned project in Odisha

A. Details of vacancies and place of posting

S. No.	Posts	Vacancy	Place of Posting
1	Project Manager	01	Bhubaneswar, Odisha
2	Project Associate – Monitoring & Evaluation	01	Bhubaneswar, Odisha
3	Water Resources Expert	01	Bhubaneswar, Odisha
4	Project Assistant	01	Bhubaneswar, Odisha

2. A. Project Manager -Key Responsibilities-

Overall Project coordination and management under the guidance the In-charge, PMU of NABARD, Odisha Regional office, Bhubaneswar. Provide strategic vision, guidance and leadership to the PMU on matters relating to its planning, strategy, management and operations. The primary roles and responsibilities shall be as under:

- Maintaining liaison and coordinate on regular basis with the Executing Entity of the project and related departments
 - Preparing of Annual monitoring plans and ensuring the implementation of the monitoring plan
 - Preparing of the Capacity Building Plan of different stakeholders and ensuring that the capacity building programmes are conducted as per the Plan
 - Assisting the PMU in conduct of Quarterly review meetings at district level and state level
 - Undertaking verification of Installed Recharge System and installed pump set system and monitoring of ponds on sample basis
 - Designing of required Management Information System (MIS)
 - Reporting to the PMU in-charge
 - Any other item of work as assigned by the PMU In-charge
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B. Eligibility Criteria

Criteria	Details
Educational Qualification	<ul style="list-style-type: none">• Masters or equivalent qualification in Environmental Sciences and Agriculture/ (full time regular course) or M Tech in Civil/Agricultural Engineering with specialisation in Irrigation engineering/ hydrology/ Water resource Engineering/Soil and Water Conservation Engineering/ Ground water engineering or any other related field from a reputed university or institution.
Experience	<ul style="list-style-type: none">• Minimum 15 years of experience. Work experience in projects related to ground water recharge / water resource management, solar pump installation will be preferred.• Should have worked in a leadership position for at least 5 years
Other Criteria	<ul style="list-style-type: none">• Proficiency in using tools such as MS Office and other computer related functions for day-to-day functioning• Proficiency in reading, writing and speaking English

3. A. Project Associate – Monitoring & Evaluation- Key Responsibilities-

The primary roles and responsibilities shall be as under:

- Defining and support developing indicators and Monitoring of overall progress of the project in consultation with other team members at PMU/ Project Leader/ PMU In-charge
- Undertaking offsite monitoring through vetting of monitoring reports submitted by the state government and onsite monitoring of project
- Periodic evaluation studies for ongoing interventions
- Development and maintenance of MIS
- Preparing of monthly/ quarterly/ annual reports
- Facilitate the conduct of impact/ evaluation studies, etc
- Any other task assigned by Project Manager/ PMU In-charge from time to time

B. Eligibility Criteria

Criteria	Details
Educational Qualification	<ul style="list-style-type: none">• MBA / PG in Statistics / B.Tech in Computer Science / M.Tech in Computer Science from a recognized and reputed Institution (full time regular course) with 60% marks or equivalent CGPA and with hands on experience in MIS and M&E.
Experience	<ul style="list-style-type: none">• At least 5 years of relevant experience and exposures in development sector schemes and projects with at least three years' experience in MIS and M&E related assignment in various developmental/engineering projects.• Candidates having experience in the sector/similar assignments will be given preference
Other Criteria	<ul style="list-style-type: none">• Proficiency in using tools such as MS Office and other computer related functions for day-to-day functioning• Proficiency in reading, writing and speaking English. Knowledge of Hindi and Odia would be preferable

4. A. Water Resources Expert-Key Responsibilities

The primary roles and responsibilities shall be as under:

- Training and Capacity Building of various stakeholders
- Vetting of DPRs of ponds
- Monitoring of project works (in terms of technical, physical and financial parameters) - water recharge shaft and catchment treatment
- Conduct of impact studies etc.
- Any other reasonable task assigned by Project Manager/ PMU In-charge from time to time

B. Eligibility Criteria

Criteria	Details
Educational Qualification	<ul style="list-style-type: none">• Post Graduate in Civil/Agricultural Engineering (full time regular course) with 60% marks or equivalent CGPA or any other related field from a reputed university or institution. Preference would be given to a Post Graduate in Civil Engineering, with specialisation in Irrigation engineering/ hydrology/ water resource engineering
Experience	<ul style="list-style-type: none">• Minimum 10 years of post-qualification experience of which at least 5 years' experience in the field of water resource management / irrigation sector
Other Criteria	<ul style="list-style-type: none">• Proficiency in using tools such as MS Office and other computer related functions for day-to-day functioning• Proficiency in reading, writing and speaking English.• Knowledge of Hindi and Odia would be preferable

5. A. Project Assistant -Key Responsibilities

The primary roles and responsibilities shall be as under:

- Maintenance of office assets & records.
- Maintenance of HR records, expenditure database, etc. in accordance with defined rules and regulations
- Preparation of Monthly reports.
- Keeping, maintaining and preserving all bills as per instruction.
- Providing required support in organizing/conducting program activities / training / workshops and supporting other programme-related activities as and when required by the programme management / authorities / Project Manager, PMU
- Any other task assigned by Project Manager/ PMU In-charge from time to time

B. Eligibility Criteria

Criteria	Details
Educational Qualification	<ul style="list-style-type: none">• PG in Social Sciences / Master in Commerce / Management/B.Tech in Civil Engineering from a recognised reputed University / institutions (full time regular course) with 60% marks or equivalent CGPA. Knowledge and skills of relevant computer applications of MS Office and internet applications

Experience	<ul style="list-style-type: none"> 3 years of progressively responsible professional experience in Government/ Development Sector.
Other Criteria	<ul style="list-style-type: none"> Proficiency in reading, writing and speaking English. Knowledge of Hindi and Odia would be preferable

6. Age Criteria:

Position	Age (as on 31 March 2022)
Project Manager	Not exceeding 65 years
Project Associate – Monitoring & Evaluation	Not exceeding 45 years
Water Resources Expert	Not exceeding 45 years
Project Assistant	Not exceeding 35 years

7. Remuneration:

Candidate will be paid consolidated remuneration based on the experience, educational qualification and overall suitability of the candidate for the post as under:

Post	Monthly remuneration
Project Manager	Rs. 90,000 to Rs. 1,00,000/- Per Month
Project Associate – Monitoring & Evaluation	Rs. 40,000 to Rs. 45,000/- Per Month
Water Resources Expert	Rs. 45,000 to Rs. 50,000/- Per Month
Project Assistant	Rs. 20,000/- Per Month

The candidates will be liable for tax liabilities under section 194 J of the Income Tax Act & Rules in force and the tax will be deducted at source. A performance linked increment of 8 % (maximum) would be granted to the candidates after completion of 1 year of contract on annual performance review.

8. Other Facilities:

In addition to the remuneration as mentioned above other facilities as under will also be provided:

S.No	Particulars	Eligibility as per post
A	Allowance during field visits	
i	Travelling allowance, halting allowance and local conveyance	<ul style="list-style-type: none"> Project Manager - Rs. 1,000/- (Lodging), Rs.750/- (Halting) and Travel - A/C Bus or 3rd AC For other Staffs - Rs.750/- (Lodging), Rs.750/- (Halting) and Travel - A/C Bus or Train (Sleeper)
B	Leave	
i	Permissible absence	<ul style="list-style-type: none"> One leave per month

Note: Other than the above, the consultants are not eligible for any other facilities/allowance like leave encashment, performance bonus, leave travel concession, etc

9. Contract Period:

The Consultants will be appointed on contract basis initially for a period of one year which may be extended based on requirement of the project and performance or will be co-terminus with the project period.

10. Termination of contract

Initial 03 months will be probation period during which NABCONS shall have the right to terminate the services of the individual without any notice period or assigning any reason. Thereafter, the contract is terminable by giving 03 months' notice period on either side as per NABCONS policy.

11. How to Apply:

Interested candidates may apply online in the prescribed format within 15 days from 13 April 2022 to 27 April 2022 by clicking on the following links and filling the details therein:

Position	Link to Apply
Project Manager	https://forms.gle/H8SL8s8ankC9nUhGA
Project Associate – Monitoring & Evaluation	https://forms.gle/Lc727L6Joabwowhe7
Water Resources Expert	https://forms.gle/Fsv5SCBFZmEuHM9k8
Project Assistant	https://forms.gle/MLT4SM4Hzmep1mKS7

In case the above link does not work, you may also copy and paste the link in your web browser and fill the details therein.

Instructions:

- i. Before applying, candidates should read all the instructions carefully and ensure that they fulfill all the eligibility criteria for the post. NABCONS would admit candidates on the basis of the information furnished in the ON-LINE application and shall verify their eligibility at the stage of interview/ joining. If, at any stage it is found that any information furnished in the ON-LINE application is false/incorrect or if according to the NABCONS, the candidate does not satisfy the eligibility criteria for the post, his/her candidature will be cancelled and he/she will not be allowed to appear for the interview/joining/ not allowed to continue, if joined.
- ii. Candidates are requested to apply only ON-ONLINE through NABCONS website (www.nabcons.com). No other mode of submission of application will be accepted.
- iii. **Important Dates/ Timelines**

Last date for submission of online applications	27 April 2022 Midnight
NABCONS reserves the right to make change in the dates indicated above.	

Please note that corrigendum, if any, issued related to the above advertisement will be published only on NABCONS website (www.nabcons.com).

12. General Information

- Only shortlisted candidates will be called for the Interview. Location for the Interview will be indicated in the call letter. The candidates may kindly note that any cost incurred by them for attending the interview will not be reimbursed by NABCONS.
- The applicant may submit the declaration in the Google form with respect to the education qualification and experience. Self-attested copies of education qualifications and experience certificates to be compulsorily submitted at the time of the interview. Original documents would be required for verification.
- Place of Position of Project Manager, Project Associate (M&E), Water Resource Expert and Project Assistant appointed will be at Bhubaneswar, Odisha. Further, as a part of their functioning the above consultants may be required to travel across the State of Odisha and other parts of the country from time to time.
- List of selected and waitlisted candidates for the post will be uploaded in NABCONS website (www.nabcons.com) after the selection process is completed. The validity of the panel of selected and waitlisted candidates will be co-terminus with the project.
- No correspondence will be entertained from any ineligible and non-selected candidate in all matter regarding eligibility, the selection process, and documents to be produced for the selection process, assessment, prescribing minimum qualifying standards, number of vacancies, communication of result etc. The company's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.
- The final appointment will be based on the decision of selection committee constituted for the purpose. Company reserves the right to increase/decrease the number of posts or not to fill up any of the posts.
- The appointment shall be subject to being found medically fit, for which purpose the candidate shall be required to undergo the protocol of medical tests upon reporting at place of posting. The continuance in NABCON's service shall be subject to remaining medically fit to discharge duties and responsibilities. The decision of NABCONS regarding medical fitness shall be final and binding on the candidate.
- Merely satisfying the eligibly criteria does not entitle a candidate to be called for the interview. NABCONS reserve the right to call only the requisite number of candidates for the interview depending on number of responses, after preliminary screening / shortlisting with reference to candidate's qualification, suitability, experience, etc.
- Applications received after the due date shall not be entertained and will be rejected.
- Under no circumstances applications by hand or any other mode will be entertained. The application submitted through online mode provided in this advertisement will only be accepted.
- The contractually engaged staff shall have no legal claim to regular absorption either during the period of contract or after the period of contract expires. Similarly, the Contract appointee will have no claims as to seniority.
- NABCONS reserves the right to cancel the recruitment for the captioned posts without assigning any reason at any stage.