



**G.B. Pant National Institute
of
Himalayan Environment & Sustainable Development
Kosi-Katarmal, Almora 263 643, Uttarakhand, India**

Applications are invited for purely temporary project based positions under ICIMOD funded project entitled "**Kailash Sacred Landscape Conservation and Development Initiative (KSLCDI)**". The candidate with adequate qualification may appear for **Walk-In-Interview** on **07 July, 2016 (11:00 A.M. onwards)** at Kosi- Katarmal (Almora) campus of the Institute. Desirous candidate may forward an advance copy of the application to the Administrative Officer by e-mail (os@gbpihed.nic.in) or fax (05962-241150) clearly mentioning the name of the project and position applied for. Candidate appearing for Interview should bring original copies (with xerox copy) of testimonials, biodata and an application. No TA/DA will be given to the candidate appearing for the Interview. The positions are initially upto December 31, 2016, extendable on performance basis.

Age:	Qualification	Nature of duties & responsibilities
Position: Admin and Documentation Associate (ADA) -01 [Emoluments - @ Rs 20,000/Month fixed; In case of exceptionally deserving candidate further negotiable]		
Max 35 years <i>[in case exceptionally deserving candidate relaxation in age can be given]</i>	Essential: <ul style="list-style-type: none">Bachelors Degree in Sciences/Technology with consistently good academic records; Desirable <ul style="list-style-type: none">Knowledge of latest IT applications, Automation tools;Good communication skillsExperience of working with agencies engaged with plan development and document preparation on environmental and developmental issues	<ul style="list-style-type: none">Prepare research based project documents as per the needAssistance for efficient and professional administrative support to project coordination;Management of communication channels (e-mail/phone calls etc.);Manage supply chain and resource requirements;Liaison and coordination of day-to-day activities with other executives/seniors to ensure timely compliance.
Position: Researcher Level-II (RL-II) -01 [Emoluments - @ Rs 18,000/Month fixed; In case of candidates with doctoral degree in relevant subject @ Rs. 22,000/ month fixed]		
Max 35 years	Essential : <ul style="list-style-type: none">First Class Masters degree in Life (zoology/botany/forestry/biodiversity/ Environmental Sciences/ with consistently good academic records. Desirable: <ul style="list-style-type: none">2 years working experience (R&D) in areas of forest/grassland ecology/ ecosystem services/ resource assessment /plant-animal interaction/ pollination Ecology.Publications in peer reviewed journalsGood communication skills and computer knowledge.	<ul style="list-style-type: none">Conduct extensive field R&D activities; generate, analysis and synthesis of field data/ information; report preparation and timely submissionData collection compilation/ analysis and synthesis

Age relaxation for ST/SC/OBC/PH/women candidates will be as per Govt. norms.

Administrative Officer