



**G. B. PANT NATIONAL INSTITUTE OF HIMALAYAN ENVIRONMENT  
KOSI-KATARMAL, ALMORA 263643 (UTTARAKHAND)**

Applications are invited only from Indian citizens for the following purely project based temporary positions **under NMHS-PMU** at Kosi-Katarmal (Almora) campus of the Institute. The candidate with adequate qualification may appear for **Walk-In-Interview on 15.03.2024 at (10:00 A.M onwards)**. Candidates appearing for Walk-In-Interview must bring all original copies (with xerox copy) of certificates, testimonials, experience etc. along with an application.

Desirous candidate who wants to appear **online/virtual mode** must send an advance copy of the application in the prescribed format (**Annexure-I**) with all supporting documents (i.e. educational, experience etc.) to the undersigned by email (**[recruitment-project@gbpihed.nic.in](mailto:recruitment-project@gbpihed.nic.in)**) on or before 5:00 PM on **12.03.2024** **It is essential to mention the name of project and position applied for in the subject area of mail sent by you. Application in the prescribed format will only be accepted.** Qualified/ screened candidates will be called for the interview through online mode after verification of the documents.

Age, Qualification, and Experience	Nature of Duties & Responsibilities	Desirable
<b>Project Assistant (01 No)</b> [Emoluments - @ Rs 30,000/- Month fixed] <b>Place of Posting:</b> Indira Paryavaran Bhavan, Jorbagh Road, Aliganj, New Delhi		
<ul style="list-style-type: none"><li>• Max 35 years. However, in case of experienced and exceptionally deserving candidate relaxation in age can be given;</li><li>• Master's Degree in Biological Science/physical Sciences/Engineering</li><li>• A minimum of one year working experience in areas of environmental management/ conservation;</li><li>• Skills of communication of reports and document designing and technical report preparation;</li></ul>	<ul style="list-style-type: none"><li>• Assisting Project Specialist in all technical matters relating project;</li><li>• Assistance in Planning and Scheduling of consultation/ workshops/ meetings/ events time to time;</li><li>• Day-to-day office work as per set system and standards;</li><li>• Assist in organization of STAG and Steering Committees</li><li>• Assist in project monitoring, report writing, synthesis, liaison with other Institutions/ Ministries and within MoEF&amp;CC, etc.;</li><li>• Organize relevant consultations, workshops, conferences, seminars involving diverse stakeholders (as per the need of NMHS).</li></ul>	<ul style="list-style-type: none"><li>• Good communication skills (Both Hindi and English).</li></ul>

Relaxation in upper age limit for SC/ST/OBC/Women/Physically handicapped candidates as per rules.

**General Instructions:**

1. Desirous candidate who wants to appear **online/virtual mode** must send an advance copy of the application in the prescribed format with all supporting documents (i.e. educational, experience etc.) to the undersigned by email (**[recruitment-project@gbpihed.nic.in](mailto:recruitment-project@gbpihed.nic.in)**) on or before 5:00 PM on **12.03.2024 (Tuesday)**.
2. Aspiring candidates satisfying the eligibility criteria may walk-in on 15.03.2024 (10:00 AM onwards) **at HQs of the Institute.**
3. Minimum requirements of qualifications and/or experience can be relaxed in respect of exceptionally outstanding candidates. The Institute reserves the right to increase or decrease the number of positions, to fill up or not to fill up any or all the posts or to shortlist and select the candidates in any suitable position depending upon the qualification and experience required for the said post.
4. Candidates must bring original documents pertaining to their educational qualifications & experience along with one set of photocopies. The experience will not be considered without an experience certificate.

Cont/.....



5. The selected candidate(s) are expected to join immediately.
6. The selected candidate is liable to be posted anywhere in India.
7. No TA/DA shall be paid for attending the Interview.
8. Institute reserve the right to disengage the manpower at any time without assigning any reasons thereof.
9. The engagement is purely temporary in nature.
10. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the Institute in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, and the conduct of examination/ interview will be final and no query or correspondence will be entertained in this connection from any individual or his/her agency.
11. Canvassing in any form will be treated as disqualification.

Administrative Officer

  
29/6/24





**G.B. PANT NATIONAL INSTITUTE OF HIMALAYAN ENVIRONMENT  
KOSI-KATARMAL, ALMORA 263 643, UTTARAKHAND**

**APPLICATION FORM**

Position Applied For.....

Project Title .....

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**Please use BLOCK LETTERS:**

1. Full Name:..... Sex M/F):.....

2. Father's/Husband's Name:.....Father's/ Husband's Nationality.....

3. Present Address: .....

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4. Permanent Address.....

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5. Email id :.....

Telephone/Mobile No.....

6. a) Date of Birth.....(b) Birth Place :.....

(c) State of Domicile.....

7. Citizenship: .....

8.\* Do you belong to: (a) Scheduled Caste- Yes/No (b) Scheduled Tribe - Yes/No (c) OBC - Yes/ No

9a. Academic and Professional qualifications (from High School onwards): Attach self-attested certificate

Degree/ Diploma	Subject	Percentage of Marks or Grade	Name of Univ./Institution	Duration of Course	Month & year of passing

**Contd/-**



9. (b) If PhD degree not awarded, please give whichever applicable :

Date of thesis Submission.....

Likely date of submission: .....

10. Title of PhD Thesis .....

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11. Specializations, in terms of Broad Area of Specialization and Exact Area of Specialization:

(a) Subject	(b) Broad Area of Specialization	Exact Area of Specialization

12. Publications and Patents: (Please attach list of publications in SCI journals with full references and corresponding with those in the list) (If available)

(a) No. of Papers (i) Published.....(ii) Accepted.....

(b) No. of Books published.....

(c) No. of patents: (i) Filed :.....(ii) Granted:.....

13. Prizes, Honours, Awards, Distinctions, if any:.....

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14. Experience held: (Please attached copy of experience certificate)

Position	Name of the organization/ agency	Dates		Pay/wages	Nature of duties
		From	To		

Contd/-



## 15. Declaration

I have read the terms and conditions of the Institute. I accept and agree to abide by these if the Fellowship is offered to me. I certify that to the best of my knowledge and belief the particulars given in the application are correct. I understand that the decision taken on my application by NIHE will be final. If false and suppression of factual information in the application form comes to the notice of NIHE at any time during the tenure the fellowship would be liable to be terminated.

Place.....

Signature of the candidate .....

Date.....