#### OFFICE OF THE DFO-CUM-DMU CHIEF, BOUDH FOREST DIVISION, Boudh-762014

Ph-06841222073, OFSDP, Phase-II

Email-dmuchiefboudh@gmail.com

#### ADVERTISEMENT

The DFO-Cum-DMU Chief, Boudh DMU (Divisional Management Unit) invites application from suitable candidates for hiring of one post Subject Matter Specialist (SMS) – (M&E, MIS & GIS, REDD+) for DMU, Boudh on fixed remuneration basis under the Odisha Forestry Sector Development Project, Phase-II.

Interested candidates may obtain Terms of Reference (ToR) and the Application Form from O/o the Divisional Forest Officer —Cum- DMU Chief, Boudh during Office hours or may download the same from the official website of OFSDP, i.e. www.ofsds.in and also from the District Web portal i.e. www.boudh.nic.in. Filled in application complete in all respect along with Bank Demand Draft for Rs.500/- in favour of DFO-Cum-DMU Chief, Boudh should reach the O/o the Divisional Forest Officer —Cum- DMU Chief, Boudh, At/Po/Dist.- Boudh-762014 by hand or post on or before Dt- 24.10.2025 by 05:00 P.M.

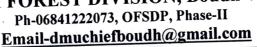
The undersigned reserves the right to accept or reject any or all application or postpone the selection process without assigning any reasons thereof.

S/d

DFO-Cum-DMU Chief, Boudh Forest Division.



## BOUDH FOREST DIVISION, Boudh-762014



### **Project Brief & Vacancy details:**

ODISHA FORESTRYSECTOR 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 social 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 communities 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), Subarnapur, BOUDH, Jharsuguda, Sundergarh, Bamra (WL), Mangrove Forest (WL) Rajnagar. 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 engagement with the target communities, PRIs, Other Line Departments and civil society organisations for implementation of different activities through convergence. The project components are varying and covered 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 Unit are constituted at Forest range level (50 nos.) is headed by the Range Officer-cum-FMU Chief. The project is proposed to be implemented in JFM mode with activity involvement of 1200 VSSs



## **BOUDH FOREST DIVISION, Boudh-762014**



Ph-06841222073, OFSDP, Phase-II Email-dmuchiefboudh@gmail.com

selected in 50 forest ranges with 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 are required for the beginning of the project implementation. Hence, applications are invited from suitable candidates for contractual engagement of the followings position at Division level (Divisional Management Unit) for working in Odisha Forestry Sector Development Project, Phase-II initially for one-year period and may be extended for

Division	Name of the Post	Vacancy	Name of the DMU/FMU	Essential Qualification and Experience
BOUDH Forest Division	Subject Matter Specialist (SMS) • (M&E, MIS & GIS, REDD+) (Contractual)	01	DMU, BOUDH	Essential Qualification B.E/ B.Tech in Computer Science/ IT or B.E/ B.Tech/ Bachelor's degree in Science/ Social Science/ Statistics/ Economics with MCA Essential Experience 3 years work experience with a least 2 years as technical experim GIS/ RS in respect of Monitoring & Evaluation in Relevant Sector, demonstrable expertise in at least 2 of the following domains: GIS, Remotisensing, MIS, Monitoring Evaluation, Forestry, Experience of working in donor funder Govt. Project of similar nature desirable.  Preferable: Experience working Government/Government undertaking & in External Aide Project. Understanding of M& GIS, RS concepts in relation of forest management activities.



#### **BOUDH FOREST DIVISION, Boudh-762014**



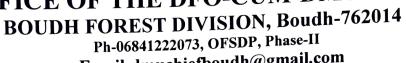
Ph-06841222073, OFSDP, Phase-II Email-dmuchiefboudh@gmail.com

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/- (Rupees five hundred) only (Non-refundable) drawn on any Nationalized Bank in favour of DFO-cum-DMU Chief, OFSDP-II, BOUDH Forest Division Payable at BOUDH should reach the O/o the Divisional Forest Officer cum DMU Chief, OFSDP-II, BOUDH Forest Division, BOUDH on or before Dt-24.10.2025 by 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 cancel any or all the applications at any stage of recruitment process without assigning any reason thereof. Candidates in employment must enclose NOC with the application from the present employer.

#### Job Description & Eligibility Criteria are as below:

Name of the	Job Description	Qualification and Experience
Post		
Subject Matter Specialist (SMS) - (M&E, MIS & GIS, REDD+) (Contractual)	Assist ADMU/DMU Chief in monitoring annual plan; MIS/GIS data compilation.     Progress monitoring based on MIS and GIS, survey and demarcation of assigned and treatment areas,     Assis in biomass assessment surveys.     Updates on MRV protocols;     Reporting and capacity building;     Coordinate with FMUs. SMSs and other stakeholders	Essential Qualification B.E/ B.Tech in Computer Science/ IT or B.E/ B.Tech/ Bachelor's degree in Science/ Social Science/ Statistics/ Economics with MCA Essential Experience 3 years work experience with at least 2 years as technical expert in GIS/ RS in respect of Monitoring & Evaluation in Relevant Sector, demonstrable expertise in at least 2 of the following domains: GIS, Remote sensing, MIS, Monitoring, Evaluation, Forestry, Experience of working in donor funded Govt. Project of similar nature is desirable.  Preferable: Experience of working in Government/Government undertaking & in External Aided Project. Understanding of M&E, GIS, RS concepts in relation to forest management activities.
Vacancy	One (01)	
Monthly Remuneration	Rs. 40,000/- P.M. (Consolidated)	







Email-dmuchiefboudh@gmail.com

## **APPLICATION FORM**

iote: Attach Bank Draft th Application Form and levant documents)  1. First Name:  Date of Birth: Certificate of proof to be attached)  Present Contact Address:  5. Permanent Telephone No: (STD Code) Number  7. Present Telephone No: (STD Code) Number  6. Permanent Contact Address:  7. Present Telephone No: (STD Code) Office Number:-  9. Mobile No:  11. Education: High School onwards, please list all your qualifications  11. Education: High School onwards, please list all your qualifications  12. Employment Record: Total years of post-qualification experience: Years of experience in Government: 13. Level of Proficiency in computers  MS Office Program  Poor  Poor  Fair  Good  MS WORD  MS POWER POINT  MS EXCEL						Attach a self-attested photograph		
th Application Form and levant documents)  1. First Name:  3. Sex  Certificate of Birth: Certificate of proof to be attached) 5. Permanent Telephone No: (STD Code) Number  7. Present Telephone No: (STD Code) Office Number: 9. Mobile No:  8. Email Id: 9. Mobile No:  10. Computer Literacy: Mention all software(s) known/used 11. Education: High School onwards, please list all your qualifications 11. Education: High School onwards, please list all your qualifications 11. Education: High School onwards, please list all your qualifications 11. Education: High School onwards, please list all your qualifications 11. Education: High School onwards, please list all your qualifications 11. Every play the properties of the properties of post-qualification experience: 12. Employment Record: 13. Level of Proficiency in computers 14. Level of Proficiency in computers 15. Level of Proficiency in computers 15. Level of Proficiency in computers 16. Permanent Telephone No: (STD Code) Number  7. Present Telephone No: (STD Code) Number  7. Present Telephone No: (STD Code) Number  9. Mobile No:  4. Division/ Marks(%)  5. Permanent Telephone No: (STD Code) Number  7. Present Telephone No: (STD Code) Number  9. Mobile No:  4. Division/ Marks(%)  5. Permanent Telephone No: (STD Code) Number  9. Mobile No:  4. Division/ Marks(%)  5. Permanent Telephone No: (STD Code) Number  9. Mobile No:  4. Division/ Marks(%)  5. Permanent Telephone No: (STD Code) Number  9. Mobile No:  4. Division/ Marks(%)  5. Permanent Telephone No: (STD Code) Number  9. Mobile No:  10. Employment Record:  11. Evel of Proficiency in computers  12. Employment Record:  13. Level of Proficiency in computers  14. Division/ Marks(%)  15. Permanent Telephone No: (STD Code)  16. Permanent Telephone No: (STD Code)  17. Present Telephone No: (STD Code)  18. Email Id:  19. April Marks(%)  10. April Marks(%)  10. April Marks(%)  11. Education Subjects  12. Employment Record:  13. Level of Proficiency in computers  14. April Marks(%)  15. Permanent Telephone No: (STD Code)  16	ost applied for:					(3cm X4cm)		
1. First Name:  Date of Birth: Certificate of proof to be attached) 1. Present Contact Address:  6. Permanent Contact Address:  7. Present Telephone No: (STD Code) Number  7. Present Telephone No: (STD Code) Number  7. Present Telephone No: (STD Code) Office Number:  9. Mobile No:  10. Computer Literacy: Mention all software(s) known/used  11. Education: High School onwards, please list all your qualifications  11. Education: High School onwards, please list all your qualifications  12. Employment Record: Total years of post-qualification experience: Years of experience in Government:  13. Level of Proficiency in computers  MS Office Program  Poor Fair Good  MS WORD MS POWER POINT MS EXCEL	Note: Attach Bank Draft					(Sem 12 · · · · ·		
1. First Name:  Date of Birth: Certificate of proof to be attached)  Persent Contact Address:  5. Permanent Telephone No: (STD Code) Number  7. Present Telephone No: (STD Code) Number  7. Present Telephone No: (STD Code) Number  7. Present Telephone No: (STD Code) Number  9. Mobile No:  10. Computer Literacy: Mention all software(s) known/used Mention all software(s) known/used Mention all software(s) known/used Marks(%)  Degree  Institute/ Board  Degree  Institute/ Marks(%)  Degree  Institute/ Board  Division/ Marks(%)  Distance learning  12. Employment Record: Total years of post-qualification experience: Years of experience in Government:  13. Level of Proficiency in computers  MS Office Program  Poor Fair Good  MS WORD MS POWER POINT MS EXCEL	ith Application Form and							
1. First Name:    Date of Birth:   Certificate of proof to be attached    Present Contact Address:   S. Permanent Telephone No: (STD Code) Number	levant documents)							
1. First Name:    Date of Birth:   Certificate of proof to be attached    Present Contact Address:   S. Permanent Telephone No: (STD Code) Number								
1. First Name:    Date of Birth:   Certificate of proof to be attached    Present Contact Address:   S. Permanent Telephone No: (STD Code) Number								
1. First Name:    Date of Birth:   Certificate of proof to be attached    Present Contact Address:   S. Permanent Telephone No: (STD Code) Number								
1. First Name:    Date of Birth:   Certificate of proof to be attached    Present Contact Address:   S. Permanent Telephone No: (STD Code) Number				Last Name:				
Date of Birth: Certificate of proof to be attached) I. Present Contact Address:  6. Permanent Contact Address:  6. Permanent Contact Address:  7. Present Telephone No: (STD Code) Number: (STD Code)  Office Number:-  9. Mobile No:  10. Computer Literacy: Mention all software(s) known/used  11. Education: High School onwards, please list all your qualifications  11. Education: High School onwards, please list all your qualifications  Pegree Institute/ Board Marks(%)  12. Employment Record:  Total years of post-qualification experience: Years of experience in Government:  13. Level of Proficiency in computers  MS Office Program Poor Fair Good  MS WORD  MS POWER POINT  MS EXCEL	1. First Name:							
S. Permanent Telephone No; (STD Code)	Date of Birth:				a National Annual Control			
6. Permanent Contact Address:  6. Permanent Contact Address:  7. Present Telephone No: (STD Code)  Office Number:-  9. Mobile No:  10. Computer Literacy: Mention all software(s) known/used  11. Education: High School onwards, please list all your qualifications  11. Education: High School onwards, please list all your qualifications  Degree Institute/ Year Division/ Marks(%)  Marks(%) Subjects Full/ Part time / Distance learning  12. Employment Record:  Total years of post-qualification experience: Years of experience in Government:  13. Level of Proficiency in computers  MS Office Program Poor Fair Good  MS WORD  MS POWER POINT  MS EXCEL	Certificate of proof to be att	ached)		5. Permanent	Telephone No: (	STD Code) Number		
6. Permanent Contact Address:  7. Present Telephone No: (STD Code)  Office Number:-  9. Mobile No:  10. Computer Literacy: Mention all software(s) known/used  11. Education: High School onwards, please list all your qualifications  Degree Institute/ Board Division/ Marks(%)  12. Employment Record:  Total years of post-qualification experience:  Years of experience in Government:  13. Level of Proficiency in computers  MS Office Program Poor Fair Good  MS WORD  MS POWER POINT  MS EXCEL	Present Contact Address	<b>;:</b>		3. 7 33				
8. Email Id:  10. Computer Literacy: Mention all software(s) known/used  11. Education: High School onwards, please list all your qualifications  10. Degree Institute/Board Marks(%) Subjects Marks(%) Distance learning  11. Education: High School onwards, please list all your qualifications  12. Employment Record:  Total years of post-qualification experience:  Years of experience in Government:  13. Level of Proficiency in computers  MS Office Program Poor Fair Good  MS WORD  MS POWER POINT  MS EXCEL								
8. Email Id:  10. Computer Literacy: Mention all software(s) known/used  11. Education: High School onwards, please list all your qualifications  10. Degree Institute/Board Marks(%) Subjects Marks(%) Distance learning  11. Education: High School onwards, please list all your qualifications  12. Employment Record:  Total years of post-qualification experience:  Years of experience in Government:  13. Level of Proficiency in computers  MS Office Program Poor Fair Good  MS WORD  MS POWER POINT  MS EXCEL								
8. Email Id:  10. Computer Literacy: Mention all software(s) known/used  11. Education: High School onwards, please list all your qualifications  10. Degree Institute/Board Marks(%) Subjects Marks(%) Distance learning  11. Education: High School onwards, please list all your qualifications  12. Employment Record:  Total years of post-qualification experience:  Years of experience in Government:  13. Level of Proficiency in computers  MS Office Program Poor Fair Good  MS WORD  MS POWER POINT  MS EXCEL	. G to at Add	ross.		7. Present Te	lephone No:			
Nobile No:	6. Permanent Contact Add	1033.		(STD Code)				
Nobile No:								
8. Email Id:         10. Computer Literacy:								
Mention all software(s) known/used   Subjects   Subje				9. Mobile No	:			
Mention all software(s) knowledges list all your qualifications  11. Education: High School onwards, please list all your qualifications  Degree Institute/ Board   Year   Division/ Marks(%)   Subjects   Full/ Part time / Distance learning  12. Employment Record:  Total years of post-qualification experience:  Years of experience in Government:  13. Level of Proficiency in computers  MS Office Program   Fair   Good  MS WORD   Good								
Mention all software(s) knowledges list all your qualifications  11. Education: High School onwards, please list all your qualifications  Degree Institute/ Board   Year   Division/ Marks(%)   Subjects   Full/ Part time / Distance learning  12. Employment Record:  Total years of post-qualification experience:  Years of experience in Government:  13. Level of Proficiency in computers  MS Office Program   Fair   Good  MS WORD   Good	10. Computer Literacy:	/ <b>-1</b>						
11. Education: High School of Wards, protect of Board	Mention all software(s) know	wn/useu	list all vo	ur qualificatior	ıs			
Degree Board Marks(%) Distance learning  Distance learning  Marks(%) Distance learning  Distance learning  Distance learning  Distance learning  Distance learning  Distance learning	11. Education: High School	of offwarus, preuse	77	Division/	Subjects	Full/ Part time /		
12. Employment Record: Total years of post-qualification experience: Years of experience in Government:  13. Level of Proficiency in computers  MS Office Program  Poor Fair Good  MS WORD  MS POWER POINT MS EXCEL		Institute/ Ye		Division	Subjects	Distance learning		
Total years of post-qualification experience.  Years of experience in Government:  13. Level of Proficiency in computers  MS Office Program  Poor Fair  MS WORD  MS POWER POINT  MS EXCEL	2.6	Board		Wai KS(70)				
Total years of post-qualification experience.  Years of experience in Government:  13. Level of Proficiency in computers  MS Office Program  Poor Fair  MS WORD  MS POWER POINT  MS EXCEL								
Total years of post-qualification experience.  Years of experience in Government:  13. Level of Proficiency in computers  MS Office Program  Poor Fair  MS WORD  MS POWER POINT  MS EXCEL								
Total years of post-qualification experience.  Years of experience in Government:  13. Level of Proficiency in computers  MS Office Program  Poor Fair  MS WORD  MS POWER POINT  MS EXCEL								
Total years of post-qualification experience.  Years of experience in Government:  13. Level of Proficiency in computers  MS Office Program  Poor Fair  MS WORD  MS POWER POINT  MS EXCEL					1			
Total years of post-qualification experience.  Years of experience in Government:  13. Level of Proficiency in computers  MS Office Program  Poor Fair  MS WORD  MS POWER POINT  MS EXCEL								
Total years of post-qualification experience.  Years of experience in Government:  13. Level of Proficiency in computers  MS Office Program  Poor Fair  MS WORD  MS POWER POINT  MS EXCEL								
Years of experience in Government:  13. Level of Proficiency in computers  MS Office Program  Poor Fair  MS WORD  MS POWER POINT  MS EXCEL	12. Employment Record:							
MS Office Program  Poor Fair  MS WORD  MS POWER POINT  MS EXCEL	Total years of post-qualification	ition experience:						
MS Office Program  Poor Fair  Good  MS WORD  MS POWER POINT  MS EXCEL	Total years of post-qualifications of experience in Government	ernment:						
MS WORD MS POWER POINT MS EXCEL	Total years of post-qualifications of experience in Government	ernment:		A1.114	u to usa			
MS POWER POINT MS EXCEL	Total years of post-qualification Years of experience in Gove 13. Level of Proficiency in	ernment:				Good		
MS POWER POINT MS EXCEL	Total years of post-qualification Years of experience in Gove 13. Level of Proficiency in	computers				Good		
MS EXCEL	Total years of post-qualifications Years of experience in Gove 13. Level of Proficiency in MS Office Program	computers	r			Good		
	Total years of post-qualification Years of experience in Gove 13. Level of Proficiency in MS Office Program  MS WORD	computers	r			Good		
NC ACCESS	Total years of post-qualifications of experience in Gove 13. Level of Proficiency in MS Office Program  MS WORD MS POWER POINT	computers	r			Good		
MS ACCESS Other (Please specify)	Total years of post-qualifications of experience in Gove 13. Level of Proficiency in MS Office Program  MS WORD  MS POWER POINT  MS EXCEL	computers				Good		



format

## OFFICE OF THE DFO-CUM-DMU CHIEF, **BOUDH FOREST DIVISION, Boudh-762014**



Ph-06841222073, OFSDP, Phase-II

Email-dmuchiefboudh@gmail.com

14. Employment History (Use separate sheets if required)
Starting with your present employment, list in reverse order all the employments you have had in the belo

Organization and	Designation	Tenure of	Level of	Type of projects associated				
project name	Engagement (fromto)		engagement (State/ District/ Block)	Government sector or others	External Aided or not. If yes, name of Donor organisation	Nature of works by the applicant		
5. Current Employ	ment							
Name of the organization Since when working	(From							
to								
Monthly Emolument	including all all	lowances						
<b>17. Joining Time:</b> Paselection. In case of a	lease confirm yo any constraint- p	our ability to relo	cate/ be at OFS n the space pro	DS Head Offic vided:	e and Join with	one month of		
In case of already en	nployed person(	s), NOC form pre	esent employer	is to be attache	d.			



assessment shall be tested at a later stage:

# OFFICE OF THE DFO-CUM-DMU CHIEF,

## **BOUDH FOREST DIVISION, Boudh-762014**



Ability to write

Ph-06841222073, OFSDP, Phase-II Email-dmuchiefboudh@gmail.com

18. Language Proficiency: Please confirm oral and written proficiency in languages known to you. Your

Language	Ability to converse		Ability to read			Ability to write			
6 6	Poor	Fair	Good	Poor	Fair	Good	Poor	Fair	Good
nglish	1001	2 0015							
lindi									
Driya									
Other (please specifyu)	-								
L9. Explain why do you consuse separate sheet for the sa	sider that y ame)	you are s	uitable to	or the pos			•		
20. Referees: Two persons t immediately approach for a	to whom yo	ou have r		rofession	ally in th	e recent p		n we can	
Name:			Kei	leree-r					
. 11									
Address:						1			
									-
Telephone/ Cell No:									-
Address:  Telephone/ Cell No:  Organization:  Designation:									-
Telephone/ Cell No: Organization:	hip with								
Telephone/ Cell No: Organization: Designation: Your professional Relations	hip with								