## ADVERTISEMENT

The State Project Management Unit of ICZM Project, Odisha invites applications for the following posts for World Bank assisted Integrated Coastal Zone Management Project being implemented in Odisha.

<table>
<thead>
<tr>
<th>Name of the Post</th>
<th>No. of Post</th>
<th>Educational Qualification</th>
<th>Experience</th>
<th>Age</th>
<th>Remuneration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Documentation &amp; Communication Officer</td>
<td>1</td>
<td>PG in Mass Communication / Journalism / Humanities</td>
<td>5 years in relevant field</td>
<td>Within 50 years of age as on date of advertisement</td>
<td>Rs.50000/- (Consolidated) Negotiable</td>
</tr>
<tr>
<td>MIS Expert</td>
<td>1</td>
<td>B. Tech in Computer Science or IT / MCA / Statistics</td>
<td>5 years as MIS Expert</td>
<td>Within 50 years of age as on date of advertisement</td>
<td>Rs.50000/- (Consolidated) Negotiable</td>
</tr>
</tbody>
</table>

The posts are purely temporary and contractual in nature. The tenure of the posts shall be for one (1) year & further extension may be made by the authorities subject to satisfactory performance. Candidates must be willing to travel extensively. Further, deployment of such manpower after the completion or termination of the project will not be the responsibility of State Govt./ Govt. of India. Interested candidates may send their applications (hard copies) in plain paper with bio-data, passport size photograph, self-attested copies of certificates in support of age, educational qualification and experience etc. to the Project Director, ICZM Project, Odisha, 1st Floor, Administrative Building, RPRC Campus, Nayapalli, Bhubaneswar-751015 on or before 19.01.2019 through registered / speed post only. The in-service candidates shall send their bio-data and other papers as required through their present employer. Only shortlisted candidates shall be called for interview. For ToR and other details, website of ICZM Project, Odisha: www.iczmpodisha.org may be accessed.

**Project Director, ICZMP, Odisha**  
Tel: 0674-2552311/12, Fax: 0674-2552313  
Email: pd@iczmpodisha.org/ admin@iczmpodisha.org
Terms of Reference of
MIS Expert
in State Project Management Unit of ICZM Project, Odisha

1. Objectives of the Assignment

The objective of appointment of a MIS Expert is to provide technical support to ensure that hardware and software systems are fully functional. Create and generate reports in timely and accurate manner. It is also expected that technical help/guidance can be provided to line departments to bring value addition to these sectors.

2. Job Description

He / She will be responsible for

(i) Data processing, collection of data from all implementing departments and agencies.
(ii) Programming data management
(iii) Provide necessary support (data sharing) in preparation of activity progress reports.
(iv) Any other duties / responsibilities that would be assigned to him by Project Director / Additional Project Directors.

3. Essential Qualification and Experience

Should be a B.Tech in Computer Science or Information Technology / Master in Computer Application / Statistics.

Should have at least 5 years of experience as MIS (Management Information System) Expert. Preference shall be given to the candidate(s) having experience in Govt. sector.

4. Age

The candidate should be within 50 years of age as on the date of advertisement.

5. Terms of Post

The post is purely temporary and the tenure of appointment shall be for one year. Further extension may be made by the authorities subject to satisfactory performance. Candidates must be willing and ready to travel extensively.
Deployment of such manpower at the time of completion or termination of the project will not be the concern/ responsibility of State Govt. / Govt. of India. Interested candidates may send their applications in plain paper through registered post / speed post only with brief bio-data, passport size photograph, attested copies of certificates in support of educational qualification, age and experience to the Project Director, ICZM Project Odisha, 1st Floor, Administrative Building, Regional Plant Resource Centre Campus, Nayapalli, Bhubaneswar-751015 on or before 19.01.2019. Only shortlisted candidates shall be called for interview. For further details, website of ICZM Project, Odisha (www.iczmpodisha.org) can be accessed.

6. Remuneration

INR 50,000 (Consolidated) Per Month (Negotiable)  

Sd/-

Project Director, ICZMP, Odisha
Tel: 0674-2552311/12, Fax: 0674-2552313
Email: pd@iczmpodisha.org/ admin@iczmpodisha.org
Terms of Reference of Documentation & Communication Officer  
in State Project Management Unit of ICZM Project, Odisha

1. Objectives of the Assignment

The objective of appointment of a Documentation & Communication Officer is to maintaining coherence of all project communication and establish a communication network with relevant departments or agencies. Support for production / preparation of project related communication materials, fact sheets and reports & its documentation.

2. Job Description

He / She will be responsible for

(i) All project documentation.
(ii) Creation of baseline database
(iii) He/ She shall coordinate all inter sectoral departments and agencies for the project activity progress reports and any other relevant information.
(iv) Assist the Steering Committee, Governing Body and all meetings / seminars / workshops for report & documentation.
(v) Publicity of project activities and creation of awareness on positive impact of the project.
(vi) He / shall act as Public Information Officer under RTI Act, 2005.
(vii) Any other duties / responsibilities that would be assigned to him by Project Director / Additional Project Directors.

3. Essential Qualification and Experience

Should be a Post Graduate in Mass Communication / Journalism / Humanities.
Should have at least 5 years of experience in relevant field. Preference shall be given to the candidate(s) having experience in Govt. sector.

4. Age

The candidate should be within 50 years of age as on the date of advertisement.

5. Terms of Post

The post is purely temporary and the tenure of appointment shall be for one
year. Further extension may be made by the authorities subject to satisfactory performance. Candidates must be willing and ready to travel extensively. Deployment of such manpower at the time of completion or termination of the project will not be the concern/ responsibility of State Govt. / Govt. of India. Interested candidates may send their applications in plain paper through registered post / speed post only with brief bio-data, passport size photograph, attested copies of certificates in support of educational qualification, age and experience to the Project Director, ICZM Project Odisha, 1st Floor, Administrative Building, Regional Plant Resource Centre Campus, Nayapalli, Bhubaneswar-751015 on or before 19.01.2019. Only shortlisted candidates shall be called for interview. For further details, website of ICZM Project, Odisha (www.iczmpodisha.org) can be accessed.

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