



**HP NATURAL RESOURCE MANAGEMENT SOCIETY
(HPNRMS)**

FOREST ROAD, SOLAN (HP) PIN CODE- 173 212
Registration No. 398/2006 dated 27/04/2006 registered under the Societies
Act XXI of 1870

Phone No. 01792-223004, email: hpnrms@gmail.com, website
www.hpnrms.org

ADVERTISEMENT NO. : 01/2022-23

**ADVERTISEMENT FOR THE POST OF ASSISTANT PROJECT
OFFICERS/FOREST EXTENSION OFFICERS (RETIREES)**

Himachal Pradesh Natural Resource Management Society (HPNRMS) intends to hire the services of retired **Range Forest Officers/Deputy Rangers as Assistant Project Officers**, and retired **Forest Guards as Forest Extension Officers** as mentioned in the table below for the implementation of World Bank assisted "Integrated Development Project for Source Sustainability and Climate Resilient Rain-fed Agriculture". The emoluments will be worked out based on the last pay drawn in the Department.

Name of Post	No. of Posts
Assistant Project Officers.	3
Forest Extension Officers.	2
Total	5

The engagement period of the retiree shall initially be for one year. Details with respect to engagement and experience etc. are given on the website www.hpnrms.org in "Advertisement" tab. The application form along-with details of service conditions are also available on the above website. Interested candidates, fulfilling all the eligibility criteria, may submit their applications in prescribed performa / format through e-mail on careerhpnrms@gmail.com upto 25-08-2022 till 5.00 pm.


Executive Officer

HP Natural Resource Management Society
Forest Road Solan –HP-173212

Chief Executive Officer (CEO)/ Executive Officer (EO), HPNRMS, Solan reserves the right to accept or reject the application without assigning any reason.

The retiree selected for the above position will be under the control of HPNRMS to all intents and purposes. However this does not confer him/her the right to be

absorbed in the HPNRMS, Government, Semi Govt. Institutions, PSU under the State/ Central Govt. or any other Government organizations.

The criteria for the selection of retirees will be as under:-

Retired Range Officer/Deputy Ranger for the post of Assistant Project Officer and retired Forest Guard for the post of Forest Extension Officer. Preference may be given to those who have served in World Bank Funded Projects.

Age:

The upper age limit to serve in the project would be maximum upto 60 years.

Job Description:

(For Assistant Project Officer)

- Project initiation and mobilization of the community.
- Preparation of GPRMP, livelihood plans, Tribal Development Plans etc.
- Formation and strengthening of the CBOs.
- Providing technical, financial and administrative guidance in implementation of GP Plans.
- Planning and implementation for Source sustainability management, including plantations, soil conservation and water harvesting.
- Planning, implementation and monitoring of business plan for the groups/clusters/federations/Project beneficiaries.
- Reporting, monitoring and Supervision of the various Project programmes at various levels of implementation.
- Linkage with the line departments/Financial Institutions.
- Realization of beneficiary contributions.
- Coordination with DPO and GPs.
- Efficient utilization of allotted funds.
- Environment and Social Safeguards at GP/cluster level.
- Quality control of the works.
- Office administration including accounts.
- Overall in charge for the implementation of the project at the cluster level under the overall guidance of DPO.
- Any other duties assigned by the DPO/CPD.

(For Forest Extension Officer)

- Create awareness regarding Forestry, soil and water conservation activities of the project and build vision of the community regarding source sustainability and water regeneration.
- Facilitate preparation of GPRMP.
- Assist Range Forest Officer /Deputy Ranger and communities in preparing the site-specific treatment plan.
- Promote forming and strengthening of WUGs and PGs through meetings, workshops, trainings, exposure visits.
- Selection of site/species for raising plantations as per GPRMP in consultation with the community.
- Nursery raising and maintenance of plantation and nursery journals.

- Implement treatment of clusters as per GP Plan.
- Protection of plantations and involvement of community in the protection and management of plantations and fire prevention and management.
- Linkage of the programs with line departments.
- Coordination with frontline staff and GP for assisting implementation of GPRMP.
- Reporting of achievements pertaining to their sector including success stories and MIS data.
- Assist APO in office work pertaining to their sector.
- Any other duties assigned by the APO/DPO/CPD.

Emoluments:

The emoluments will be worked out based on the last pay drawn in the Department.

Application Form:

The application form can be downloaded from the official website of HPNRMS. Only

Documents:

The following certificates shall be produced by the applicant on the date of interview :-

1. Certificate of age proof.
2. Any document which proves that he/she has been retired from the post of Range Forest Officer in case of APO and Forest Guard in case of Forest Extension Officer .
3. One passport size recent photograph of the applicant (duly self attested) pasted on prescribed box in the Application form.
4. Bonafide Himachali certificate
5. Copy of Aadhar card.

SERVICE CONDITIONS

1. The retiree must read all instructions carefully.
2. The selected retiree shall compulsorily have to produce medical fitness certificate.
3. No TA/DA shall be paid to attend the interview.
4. The retiree selected for the post should have to execute an agreement before joining his/her duties on Non-judicial stamp paper of appropriate cost in duplicate.
5. There should not be a departmental/vigilance or other enquiries against the retiree.
6. Preference will be given to Bonafide Himachali.
7. Preference will be given to the retirees who have served in World Bank Project.
8. Incomplete forms are liable to be rejected.
9. The contract can be renewed after a period of one year solely depending upon the requirement by the Project and performance of the retirees. The renewal of the contract of a particular retiree shall only be recommended by the concerned Project authority/ CPD of the Project.

10. In case of any dispute related to the selection process the affected person herein First Party can make a representation against HPNRMS herein Second Party before Additional Chief Secretary (Forests) to the Govt. of Himachal Pradesh-cum-Chairman, HPNRMS. The decision of the Chief Executive Officer shall be final and binding for both the parties.
11. The Candidates are advised to visit the HPNRMS website from time to time for updates in their own interest.
12. All service rules/ norms of HPNRMS would be applicable to the appointees.
13. The decision of the HPNRMS regarding eligibility, selection etc. shall be final and no correspondence/ personal enquiries will be entertained.
14. In case the day of walk-in-interview happens to be a holiday, the next working day shall be the date of interview.

**Executive Officer,
HPNRMS, Solan.**

FORMAT/ PROFORMA FOR THE POST OF ASSISTANT PROJECT OFFICER/ FOREST EXTENSION OFFICER (RETIREEES)

1. Name of the Post.....

2. Name of the candidate (in capital letters)

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3. Father's Name.....

4. Mobile No.....

5. Date of Birth

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6. Permanent Address.....

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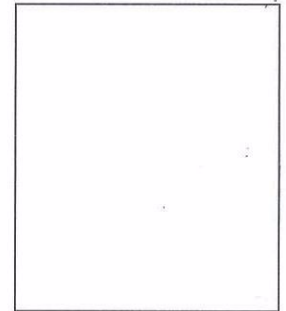
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7. Correspondence Address.....

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B. Relevant Experience (separate sheet may be attached duly signed by the candidate):



Undertaking:

I hereby declare that I am filling this application proforma/format after thoroughly reading and understanding the service conditions etc. for the post of Assistant Project Officer/Forest Extension Officer (Retirees) _____ as mentioned in the advertisement. The information provided in my above application is true to best of my knowledge. If in any case the information provided by me is found to be incorrect at any stage, my candidature is liable to be rejected.

Place:

Full signature of the Candidate

Date:

For office use only

Received on:

Time:

Certified that the antecedents provided by Sh. _____ are in order.
