



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

Applications are invited for following purely temporary positions of consultants under various Centres/Projects at Kosi-Katarmal (Almora) campus of the Institute/ Ministry of Environment, Forest and Climate Change, New Delhi. Candidate having appropriate qualifications in relevant subject/specialization with consistently good academic records and experience may send their application form in the prescribed format (**Enclosure-1**) with all supporting documents and CV to the undersigned by e-mail (os@gbpihed.nic.in) on or before **30 March, 2021**. **It is essential to mention the name of project and position applied for and post code number in the subject area of mail.** Application in the prescribed format will only be accepted. The shortlisted candidates will be informed separately about date of interview.

Position (No.)/ Emoluments and age	Post Code	Qualification & Experience	Duties	Assignments
Title- Centre for Environmental Assessment and Climate Change (CEA&CC)				
Consultant-A <i>(i.e. Fellow System Administration)</i> (01 No.) @ Rs. 60,000/- PM fixed) Max. Age Limit: 65 Years	PC-01	Master's degree in Computer Science/Information Technology / Computer Application or Bachelor's degree in Engineering / Technology or equivalent in these branches with good knowledge and experience of more than 3 years OR The Retired Scientist/Technician/Government employees with (i) Grade pay of Rs. 4600/- and above and knowledge of M.S. Office (ii) experience of working in the Himalayan area in the relevant field for a period of 3-5 years.	System Administration	i. To look after the optimal and uninterrupted performance of server ii. To assign job to server for execution over Linux environment
			Networking	i. To guide the process of optimal networking for hosting a portal ii. LAN connectivity with NAS and other nodes
			Database Management System	i. To guide the database creation and its management for existing data ii. To ensure data standards, formats, quality and consistency. iii. To ensure the data security in case of emergency or failure
			Liasoning with R&D Institutes, universities, line dept, other data generating agencies	i. To involve in partnership for data sharing ii. To popularise the Data centre for its effective use
			Other Duties	To execute any other assignments related to proper functioning of Data Centre

Contd...//..

Position (No.)/ Emoluments and age	Post Code	Qualification & Experience	Duties	Assignments
Title- Centre for Environmental Assessment and Climate Change (CEA&CC)				
Associate (i.e. Portal Development Associate) (01 No.) @ Rs. 40,000/- PM fixed) Max. Age Limit: 35 Years	PC-02	Master's degree in Science/Computer Application/ Information Technology or Bachelor's degree in Engineering / Technology (Computer Science, IT, etc.) with experience of more than one year in web designing/web-portal development	Portal Development	i. Development of geo-portal for IHR data archival and dissemination ii. To configure the server for in-house portal hosting and ensure uninterrupted operation iii. To provide the access privilege for different user group iv. To develop the standard protocol for data sharing referring to NDSAP v. To evolve the portal design every year with respect to functionality and ease of use
			Domain name registration	i. To finalize the process of domain name registration from NIC/ERNET ii. To host the portal over the registered domain
			Other Duties	To execute any other assignments related to proper functioning of Data Centre

Note: - Detailed Terms of Reference and General Conditions of each post are provided at Enclosure-2.

Administrative Officer

**G B Pant National Institute of Himalayan Environment
Kosi-Katarmal, Almora-263643, Uttarakhand**

Instructions to fill in Application Form:

General

- (a) Please download the attached Form, complete it, and return.
- (b) No Column of application form should be left blank.
- (c) Use additional sheets where necessary, with relevant columns drawn thereon, inserting proper references.
- (d) Completed application should be accompanied by all the requisite documents. You are requested to go through the “check list” of documents before submitting the application. **Incomplete applications are liable to be rejected.**
- (e) Photocopies of documents asked for need self-attestation.

Item No. 1. Name given here should be the same as given in your matriculation/higher secondary certificate and degree certificates. If there is a change, addition or deletion, an affidavit from a Notary Public/Magistrate is necessary.

Item No.9. In case grades are awarded, please attach the sheet giving conversion of grades to percentage of marks.

Item No. 11(Annexure IIa). Specializations may be indicated in terms of (a) Subject (b) Broad Area(s) of specialization and (c) Exact area(s) of specialization.

Check list of documents to be attached

1.	Photograph on the main application form	Yes/No
2.	Affidavit if you carry different name/surnames in your certificates	Yes/No
3.	Attested copy of School Leaving/High School/Secondary School Certificate (For date of birth)	Yes/No
4.	Attested copies of Mark Sheets/Grade Cards & Degrees for BSc/MSc/MPhil/PhD/BE/ME/PhD	Yes/No
5.	List of Publications, if applicable	Yes/No
6.	Experience certificates	Yes/No

**G B Pant National Institute of Himalayan Environment
Kosi-Katarmal, Almora-263643, Uttarakhand**

APPLICATION FORM

Position Applied For.....

Title

.....

Post Code No.:

Please use BLOCK LETTERS:

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

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

3. Present Address:

.....
.....

4. Permanent Address.....

.....
.....

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

.....

.....

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:.....

.....

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. Please indicate in case you are shortlisted whether you would like to attend the interview through video calling or telephonically. If you wish to attend interview through video call please provide your Identity and mode preferred by you for video call.

.....

16. Any other information.

.....

.....

17. 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 GBPNIHE will be final. If false and suppression of factual information in the application form comes to the notice of GBPNIHE at any time during the tenure the fellowship would be liable to be terminated.

Place.....

Signature of the candidate

Date.....

Contd/-

Centre for Environmental Assessment and Climate Change (CEA&CC)**Terms of Reference (ToR) for engagement of Consultant-A****(i) Precise statement of objectives**

This Terms of Reference (ToR) is for defining specific work elements to be carried out to achieve CDMA objectives. The work carried out under CDMA will remain intellectual property of GBPNIHE. The terms and conditions under the Consultant Engagement guide line of GBPNIHE will be applicable for the appointment.

(ii) Outline of the tasks to be carried out:

S.N.	Duties	Assignments	Qualifications, experience and Remuneration
1.	System Administration	iii. To look after the optimal and uninterrupted performance of server iv. To assign job to server for execution over Linux environment	Master's degree in Computer Science/Information Technology / Computer Application or Bachelor's degree in Engineering / Technology or equivalent in these branches with good knowledge and experience of more than 3 years OR The Retired Scientist/Technician/Government employees with (i) Grade pay of Rs. 4600/- and above and knowledge of M.S. Office (ii) experience of working in the Himalayan area in the relevant field for a period of 3-5 years. Remuneration: Rs. 60,000/- per month (fixed)
2.	Networking	iii. To guide the process of optimal networking for hosting a portal iv. LAN connectivity with NAS and other nodes	
3.	Database Management System	iv. To guide the database creation and its management for existing data v. To ensure data standards, formats, quality and consistency. vi. To ensure the data security in case of emergency or failure	
4.	Liasoning with RnD Institutes, universities, line dept, other data generating agencies	iii. To involve in partnership for data sharing iv. To popularise the Data centre for its effective use	
5.	Other Duties	To execute any other assignments related to proper functioning of Dat Centre	

(iii) Schedule for completion of tasks

1. System Administration – 180 days
2. Networking: 90 days
3. Database Management System – Continuous Process
4. Liaisoning with Departments: Atleast 1 department every month
5. Other responsibility: Based on timeline as per needs

(iv) The support of inputs to be provided by GBPNiHE to facilitate the Consultancy

Dr. J.C. Kuniyal
Scientist G & Head, CEA&CC, GBNIHE,
Kosi-Katarmal, Almora, Pin-263643, Uttarakhand

(v) The final outputs, which shall be required of the Consultant at the end of the consultancy period

1. Overall co-ordination and operation of CDMA for data management
2. Operational and duly configured server connected with Nodes (Clients, NAS, etc.) through LAN
3. Synchronizing the backup unit of CDMA at HPRC for daily data backup
4. Creation of theme-wise relational Database for data archival and management
5. To conduct capacity building programs for stakeholders for effective portal usage for data upload and downloads

Terms of Reference (ToR) for engagement of Associate

(i) Precise statement of objectives

This Terms of Reference (ToR) is for defining specific work elements to be carried out to achieve CDMA objectives. The work carried out under CDMA will remain intellectual property of GBPNIHE. The terms and conditions under the Consultant Engagement guide line of GBPNIHE will be applicable for the appointment.

(ii) Outline of the tasks to be carried out

The following activities need to be carried out:

S.N.	Duties	Assignments	Qualifications, experience and Remuneration
1.	Portal Development	vi. Development of geo-portal for IHR data archival and dissemination vii. To configure the server for inhouse portal hosting and ensure uninterrupted operation iii. To provide the access privilege for different user group ix. To develop the standard protocol for data sharing referring to NDSAP x. To evolve the portal design every year with respect to functionality and ease of use	Master's degree in Science/Computer Application/ Information Technology or Bachelor's degree in Engineering / Technology (Computer Science, IT, etc.) with experience of more than one year in web designing/web-portal development Remuneration: Rs. 40,000/- per month (fixed)
2.	Domain name registration	iii. To finalize the process of domain name registration from NIC/ERNET iv. To host the portal over the registered domain	
3.	Other Duties	To execute any other assignments related to proper functioning of Data Centre	

(iv) Schedule for completion of tasks

1. Portal development: First phase to go online in six months
2. Registration process with validation: 3 months after first phase roll out
3. Data dissemination based on NDSAP: Ninth months onwards
4. Portal design evolution: Annual
5. Domain Name registration: One month
6. Other responsibility: Based on timeline as per needs

(v) The support of inputs to be provided by GBPNiHE to facilitate the Consultancy

Dr. J.C. Kuniyal
Scientist G &Head, CEA&CC, GBNIHE,
Kosi-Katarmal, Almora, Pin-263643,Uttarakhand

(vi) The final outputs, which shall be required of the Consultant at the end of the consultancy period

1. A domain name with gov.in or res.in extension over which the portal would be hosted
2. A user friendly geo-portal for data archival and dissemination with user privilege access control
3. Portal featured with data upload, download and visualization.