

Odisha Tribal Development Society (OTDS)
(ST & SC Dev. Deptt., Government of Odisha)
Adivasi Exhibition Ground, Bhubaneswar-751001.

Empanelment of "Subject Matter Specialist (SMS)" for 21 ITDAs of Odisha state

Chief Executive Officer, OTDS invites applications from suitable candidates with educational qualification such as B.Sc. (Ag./Hort.), B. Tech. (Ag. Eng.) & B. V. Sc. & A. H., to be empaneled as "Subject Matter Specialist (SMS)", purely on contractual basis, for execution of projects like Wadi, rubber/coffee cultivation, agriculture, horticulture, watershed, livestock (poultry/goat rearing etc.) etc. The engagement is purely project specific and does not assure of any regular engagement in future. Application Form along with Terms of Reference for the position can be downloaded from the websites www.stscodisha.gov.in, www.scstrti.in, www.odisha.gov.in (Advertisement section) & www.DevNetJobsIndia.org.

Interested candidates may send the completed application form to the above-mentioned address or its soft copy to stscdev@gmail.com/ stscdev@rediffmail.com / scstrti@yahoo.co.in. Last date of receipt of the completed application form is **5.00 PM of 8th March 2013**.

Sd/-

Chief Executive Officer, OTDS

Terms of Reference (ToR) for SMS at ITDA-level

Position: **Subject Matter Specialist (SMS)**

Responsible to: **C.E.O, OTDS**

Location: **Concerned ITDA**

PURPOSE:

Odisha Tribal Development Society (OTDS), under ST & SC Development Department, Government of Odisha, is supporting planning, implementation, monitoring and evaluation of livelihood development interventions in tribal areas of the state. There are 21 Integrated Tribal Development Agencies (ITDA) in 12 districts of the state working on various tribal welfare activities. It has been proposed to engage “Subject Matter Specialists (SMS)” in the ITDAs to assist in various stages of planning, implementation and monitoring of various location-specific and scalable livelihood interventions (Focus Area Development Programme “FADP”)¹.

PERSON SPECIFICATION:

Education:

Candidates should have the educational qualification from recognised universities/ reputed institutes against the livelihood intervention as follows.

Sl. No.	Livelihood Intervention/ FADP	Educational Qualification
1	Wadi, Rubber, Coffee, Turmeric, Improved Vegetable Cultivation; Improved Agriculture; & Farm Mechanisation	B. Sc. (Horticulture); B. Sc. (Agriculture); B. Tech. (Ag. Eng.)
2	Lac Cultivation	B. Sc. (Ag.); M.Sc./ B.Sc. (Zoology)
3	Poultry; & Goat Rearing	B. Vet. Sc. & Animal Husbandry

Retired Govt. Officers from Agriculture, Horticulture, Animal Resources Development, Soil Conservation etc. Dept., below 62 years of age, can also apply.

Experience:

Candidates with work experience in related domains of livelihood development and in Government/ Govt. promoted body will be given preference.

Similarly, candidates from respective districts will also be given preference for assignment in their respective districts.

¹ List of ITDAs and livelihood interventions (FADP) is at Annexure-1.

KEY RESPONSIBILITIES:

The selected candidate, as “Subject Matter Specialist”, is expected to perform the following duties.

- 1) Conceptualisation & formulation of relevant project proposals in consultation with PA, ITDA, officials of Line Depts. and other stakeholders;
- 2) Periodic visit to project locations to provide handholding support in implementation of livelihood development interventions;
- 3) Conduct project monitoring & Provide necessary feedback and back-stopping to project stakeholders;
- 4) Coordinate with NGOs, CBOs and line Depts. for implementation of projects;
- 5) Facilitate capacity building programmes for project stakeholders;
- 6) Collection of relevant data, Documentation of Qualitative & Quantitative Physical progress of project at ITDA & Submission of the same to SSD; &
- 7) Any other suitable task assigned by CEO, OTDS and Chairman, ITDA.

TERMS & CONDITIONS:

The following terms and conditions will apply for this position.

- 1) The position is purely project specific & contractual in nature and does not assure of any regular engagement in future;
- 2) Initially the appointment will be on probation for a period of six months and on satisfactory completion of probation period, annual contract will be given;
- 3) The appointment will be on consolidated emoluments per month comprising of consolidated salary of Rs.20,000 per month, consolidated mobile phone expenses and other TA/DA as admissible during travel;
- 4) For Retired Govt. employees relevant Salary terms, as decided and revised by Govt. from time to time, will be applicable; &
- 5) Other terms and conditions of OTDS will be applicable.

APPLICATION:

Application Form along with Terms of Reference for the position can be downloaded from the websites www.stscodisha.gov.in, www.scstrti.in, www.odisha.gov.in (Advertisement section) & www.DevNetJobsIndia.org.

Interested candidate should apply in prescribed Application Form.

Completed Application Form may be sent to the address mentioned below and its soft copy may be sent to stscdev@gmail.com & scstrti@yahoo.co.in.

C.E.O, Odisha Tribal Development Society
(ST & SC Dev. Deptt., Government of Odisha)
Adivasi Exhibition Ground, Bhubaneswar-751001.

Last date of receipt of the completed application form is 5.00 PM of 8th March 2013.

List of ITDAs and Livelihood Interventions in the ITDAs

Sl. No.	District	Name of ITDA	Requirement of SMS			Livelihood Interventions
			B.Sc. (Ag./Hort. /Ag. Eng.)	M.Sc./ B.Sc. (Zol.)	B.V.Sc.& A.H.	
1	Balasore	Nilagiri	1	-	-	Lac; Poultry; & Imprvd. Agriculture
2	Mayurbhanj	Baripada	1	-	-	Wadi; & Rubber Cultivation
3		Kaptipada	1	-	-	Wadi; Rubber
4		Karanjia	1	-	-	Wadi; & Rubber Cultivation
5		Rairangpur	1	-	-	Wadi; & Rubber Cultivation
6	Keonjhar	Champua	1	-	1	Wadi; Goat Rearing; & Poultry
7		Keonjhar	1	-	1	Wadi; Goat Rearing; & Imprvd. Vegetable Cultivation
8	Sambalpur	Kuchinda	1	-	1	Poultry; Goatery; & Imprvd. Vegetable Cultivation
9	Sundergarh	Bonai	-	-	1	Poultry
10		Panposh	1	-	-	Imprvd. Vegetable Cultivation; Agriculture; Farm Mechanisation
11		Sundergarh	1	-	1	Poultry; & NTFP Collection & Mktg.
12	Gajapati	Paralakhemundi	1	-	-	Wadi; Rubber; Imprvd. Vegetable Cultivation; Poultry; & Farm Mechanisation

ODISHA TRIBAL DEVELOPMENT SOCIETY

Sl. No.	District	Name of ITDA	Requirement of SMS			Livelihood Interventions
			B.Sc. (Ag./Hort./Ag. Eng.)	M.Sc./B.Sc. (Zol.)	B.V.Sc.& A.H.	
13	Kalahandi	Thuamal Rampur	1	-	-	Wadi; Improved Vegetable Cultivation; Lac Cultivation; & Farm Mechanisation
14	Rayagada	Gunupur	1	-	-	Wadi; Improved Vegetable Cultivation; Poultry; Goat Rearing; & Farm Mechanisation
15		Rayagada	1	-	-	Wadi; Coffee Cultivation; Poultry; & NTFP Collection & Mktg.
16	Koraput	Jeypore	1	-	-	Wadi; Poultry; & Farm Mechanisation
17		Koraput	1	-	1	Wadi; Coffee; Imprvd. Vegetable Cultivation; Poultry; Goat Rearing; & Farm Mechanisation
18	Malkangiri	Malkangiri	1	-	1	Wadi; Goatery; Fishery; & Farm Mechanisation
19	Nawarangpur	Nawarangpur	1	-	1	Wadi; Lac; Improved Vegetable Cultivation; Poultry; Goat Rearing; & Farm Mechanisation
20	Kandhamal	Baliguda	1	-	1	Wadi; Turmeric; Imprvd. Vegetable Cultivation; Poultry; Goatery; & Farm Mechanisation
21		Phulbani	1	-	-	Wadi; Turmeric; Poultry; Imprvd. Agriculture; & Farm Mechanisation
Total			19	9	28	

APPLICATION FORM

Position Applied For: _____ _____	Paste Recent Passport- Size Photograph
---	---

1. PERSONAL DETAILS

Name of the Candidate	_____	_____
	(First Name)	(Surname)
Address	<u>Permanent</u>	<u>Present</u>
Mobile / Phone No.		
Telephone - Residence		
Telephone - Office		
Email Id.		
Date of Birth: (DD/MM/YY)		
Category: (ST/ SC/ General)		
Sex: (Male/ Female)		
Marital Status: (Tick as relevant)	Single <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Widow(er) <input type="checkbox"/>	
Medical History: (Tick relevant)	Serious Illness (if any) No <input type="checkbox"/> Yes <input type="checkbox"/> _____	

2. EDUCATION QUALIFICATION (Recent First; 10th Standard Onwards)

Qualification	University/ Institution	Subjects	Completion Year	Division/Grade	Percentage

3. OTHER QUALIFICATION/ TRAINING (Including Relevant Short Training Courses)

Course Name	Duration	Year	Institution	Course Details

4. EMPLOYMENT / WORK EXPERIENCE DETAILS

Name & Address of Employer	Designation & Location	Duration		Major Responsibilities	Name & Designation of Supervisor	Reason for Leaving
		From	To			

5. Current Salary Drawn Rs._____ per annum

6. COMPUTER LITERACY

Software Package/ Application	Level of Knowledge (Please Tick Relevant Column)		
	Basic	Working	Expert
Word Processing			
Spread sheet			
Database			
Presentation			
Web/ E-Mail			

7. LANGUAGE PROFICIENCY (Please Tick the Appropriate Column)

Language	Ability to Converse			Ability to Read			Ability to Write		
	Poor	Fair	Good	Poor	Fair	Good	Poor	Fair	Good
English									
Hindi									
Oriya									
Other (Please specify _____)									

8. ANY OTHER INFORMATION* (May be Provided by Applicant to Strengthen Candidature)

* May include Publication, Paper presented in Seminar, Membership etc. & continue in separate sheet.

9. REFERENCE (Two Persons to whom you have Professionally Reported)

Reference 1 (Name, Official Address, Phone & Email)	Reference 2 (Name, Official Address, Phone & Email)

10. DECLARATION

I do hereby declare that all statements made in the application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect at any point of time, my candidature/ appointment may be cancelled/ terminated without any notice.

Date:

Place:

(Signature of the Applicant)