

जाहिरात
वसुंधरा पाणलोट विकास यंत्रणा
पहिला मजला, मध्यवर्ती इमारत, महाराष्ट्र राज्य, पुणे-४११ ००१.

जाहिरात क्र.ऑगस्ट २०१४/भरती २. दि.१२ ऑगस्ट २०१४

वसुंधरा पाणलोट विकास यंत्रणा, महाराष्ट्र शासनाच्या जलसंधारण विभागाअंतर्गत स्वायत्त संस्था असून एकात्मिक पाणलोट व्यवस्थापन कार्यक्रमांतर्गत राज्य स्तरावर एमआयएस कोऑर्डिनेटर, भौगोलीक माहिती तज्ञ, स्टेनो टायपीस्ट (मराठी व इंग्रजी), डेटा एन्ट्री ऑपरेटर व जिल्हास्तरांवरील कार्यालयात उपजीविका तज्ञ ही पदे कंत्राटी तत्वाने भरावयाची आहेत. या पदांकरीता अर्ज मागविण्यात येत असून त्याचा तपशील जाहिरातीत नमूद करण्यात आला आहे. अर्ज सादर करण्याचा शेवटची तारीख १५ सप्टेंबर २०१४ अशी आहे.

उपरोक्त पदांकरीता आवश्यक अनुभव, अर्जाचा नमुना इ.बाबत सविस्तर माहिती या कार्यालयाच्या संकेतस्थळ www.mahaiwmp.gov.in वर उपलब्ध आहे. त्यावर “RECRUITMENT IN IWMP- August 2014 recruitment - 2 ही लिंक पहावी.

मुख्य कार्यकारी अधिकारी
वसुंधरा पाणलोट विकास यंत्रणा,
महाराष्ट्र राज्य, पुणे

RECRUITMENT IN IWMP- Aug 2014/2
Vasundhara Watershed Development Agency (VWDA),
First Floor, Central Building, Pune-1
Phone No: 020-26050020

No. VWDA/Advt-Aug-2-2014/1309

Date:20 Aug 2014

VWDA, an autonomous body under Department of Water Conservation, Govt of Maharashtra invites applications for the following **contractual posts in Integrated Watershed Management Programme in various offices under Vasundhara Watershed Development Agency**

Name Of the Post	No of posts	State / Districts	Monthly Consolidate Salary
Hydrologist	1	VWDA Pune Office	40,000
MIS Coordinator	1	VWDA Pune Office	30,000
GIS Expert	1	VWDA Pune Office	30,000
Marathi Steno (Marathi and English Typing)	1	VWDA Pune Office	15,000
Data Entry Operator (1 SC, 2 Open)	3	VWDA Pune Office	10,000
District Livelihood Expert (4 SC,2 ST,4 VJNT, 6 OBC, 5 ESBC, 2SBC-A,10 Open)	33	1 Post for each District in Maharashtra	25,000

Details of the post locations, required essential criteria, recruitment process, application form, broad functions and remuneration are available on this link.

Applications should be addressed to: The Chief Executive Officer, Vasundhara Watershed Development Agency 'VWDA', First Floor, Central Building, Pune 01.

Date of submission of application : 15th September 2014

Post is for 11 months only.VWDA reserves the right to reject any application or modify the process without giving any reason to applicants. Decision of Chief Executive Officer, VWDA and Commissioner, Agriculture will be final.

**Chief Executive Officer VWDA, and
Commissioner, Agriculture M.S.
Pune**

Following details are available on this webpage:

1. Locations of the posts
2. Essential Criteria
3. Recruitment process
4. Application form
5. Broad functions

DETAILS OF RECRUITMENT IN IWMP- Aug 2014/2

1. Locations of the posts:

A) **State Level Post** : State level posts will be located in **Vasundhara Watershed Development Agency Pune office**

Name Of the Post	No of posts	State / Districts	Monthly Consolidate Salary
Hydrologist	1	VWDA Pune Office	40,000
MIS Coordinator	1	VWDA Pune Office	30,000
GIS Expert	1	VWDA Pune Office	30,000
Marathi Steno (Marathi and English Typing)	1	VWDA Pune Office	15,000
Data Entry Operator (1 SC, 2 Open)	3	VWDA Pune Office	10,000
District Livelihood Expert (4 SC,2 ST,4 VJNT, 6 OBC, 5 ESBC, 2SBC-A,10 Open)	33	1 Post for each District in Maharashtra	25,000

2. Essential Criteria:

1.Name Of the Post	Hydrology Expert
Qualifications	M.Sc. (Hydrology), M.Sc. (Geo Hydrology) Two year course from any university recognized by the University Grant Commission or equivalent. Advanced degree in Hydrology will be preferred.
Minimum Experience	3 years' experience in Hydrology
Remuneration	Rs 40,000/- P.M. (consolidated)
Broad Functions	<ol style="list-style-type: none"> 1. Implementation of Integrated Watershed Management Programme (IWMP) especially for DPR preparation and impact assessment. 2. Implementation of World Bank Assist "Neeranchal" Watershed Programme 3. Selection of Watershed from the different Agro Climatic Zones of Maharashtra, based on provisions given by the Govt. of India, DoLR as per common guidelines, 2008 (Revised-2011) 4. Study of different watersheds and suggest the treatment component based on the geological strata in different area. 5. As a Hydrologist, suggest any appropriate majors to plan, monitor and implement the watershed management programmes in Maharashtra. 6. To prepare any suitable location specific watershed development model based on Hydsrological study in Maharashtra 7. To coordinate the watershed management work within VWDA and with after departments in Maharashtra 8. To visit different areas in Maharashtra to guide and supervise the work under IWMP / Neeranchal 9. To work as a liaison officer between VWDA and Government of India , DoLR for IWMP/ Neeranchal Project. 10. To work under the overall guidance of the CEO VWDA, Pune

2. Name of Post	M I S Coordinator
Qualification	Graduate Degree in Computer Science (Higher Qualification will be preferred)
Minimum experience	At least 3 years of relevant experience in programming .NET/JAVA, Database Management System with sepcialisation in .NET/JAVA, Windows/ Linux, Project Management, implementation and monitoring as well as technical consultancy.
Broad Functions	The post of MIS Coordinator is part of VWDA team at State level. Broad functions are; <ol style="list-style-type: none"> 1. Database Management support to district and project offices in the State 2. Liaison with NIC Support Unit at Central level and complete all tasks required for updation, modification, etc. of Management Information System (MIS) 3. Analyse and prepare professional reports to facilitate decision making in VWDA office 4. Responsible for website development and website management 5. Develop different types of computer programmes and applications necessary for planning, implementation, monitoring, etc. in IWMP 6. Conduct regular trainings and handholding to State and District team members like System Analyst, Database Operators & Analyst and Data Entry Operators, etc. 7. Support the GIS and Monitoring cells of VWDA to undertake functions of the cells and also to undertake different studies

3. Name of Post	G I S Expert
Qualification	M.tech GIS, Msc.(GIS) ,M.Tech(Remote Sensing), M.Sc Geoinformatics/M.Sc. Geohazards
Minimum experience	5 years Experience in GIS , Digital Image Analysis, Through knowledge of different GIS software and operating systems
Broad Functions	To promote use of Remote Sensing and G I S inPlanning, Implementation, Monitoring and Evaluation of Projects under Integrated Watershed Management Projects with the help of GIS. Give Technical guidance to districts.

4. Name of Post	Marathi Steno typist.
Qualification	Graduate Degree in any faculty. Marathi shorthand speed 100 Marathi typing 30 wpm and English 40 wpm
Minimum experience	5 Years' Experience
Broad Functions	<ol style="list-style-type: none"> 1. To take dictation, perform Daily reports, Letters , mails etc 2. To perform task given assigned by V W D A Officials -

5. Name of Post	Data entry Operator
Qualification	Graduate in any faculty and Marathi 30wpm and English 40wpm Typing. MSCIT. Able to operate MS office(world excel, powerpoint)
Minimum experience	Minimum 3 years experience. Preference may be given to the candidates who have worked in Government Organisations.
Broad Functions	<ol style="list-style-type: none"> 1. To compile all reports and maintain a soft copy of all data & prepare reports. 2. To perform task given assigned by Joint Chief Executive Officer-Livelihood. 3. To perform Daily reports, Letters , mails etc.

6. Name of Post	District Livelihood Expert
Qualification	B.V.Sc, M.V.Sc. (AH and DS)
Minimum experience	Minimum 3 years experience in relevant areas
Broad Functions	<ol style="list-style-type: none"> 1. To provide "Technical Support" to purchase quality animals 2. To Provide medical Facilities to animals 3. To Provide Technical guidance to the beneficiaries regarding daily operations 4. Preparation of Fodder policy in the project area in Co-ordination with Govt. & PRI (fodder preparation, Fodder bank) 5. To provide technical support in value addition of the products at Village/ Taluka level such as mil collection centres, backward & forward Linkages in Marketing of Milk Products, Meat, Poultry, etc 6. To Co-ordinate with Dairy & Dairy Development Dept. & Fisheries Dept. For technical support in IWMP areas

District Livelihood Expert post is independent Post and to be filled on contract basis for WCDC office at District level.

• **All candidates should have ;**

- 1) Good oral and written communication skills
- 2) Good knowledge of English and Marathi languages
- 3) Good computer operation skills
- 4) Age Limit : 25 to 45 Years Except Livelihood Expert. (For Livelihood Expert age limit up to 62 Years)

3. Recruitment process for all above posts

Recruitment process will be through '**shortlisting and interview**' method. Details are given ahead.

3.1 **Advertisement:** Advertisement for recruitment and call of applications is given in one Marathi newspaper.

3.2 **Shortlisting:** Primary desk scrutiny of applications received will be done to check the required qualifications, experience and application format. Applications not fulfilling qualification, experience criteria and not in the prescribed application format will be rejected and not considered for shortlisting.

A matrix will be prepared based on qualification, experience period, experience type, age, This will carry 50 marks. A list of qualifying candidates will be prepared and displayed on website www.mahaiwmp.gov.in

- 3.3 **List of shortlisted candidates:** List of shortlisted candidates for the State level and Agriculture Division level posts will be displayed separately on the website www.mahaiwmp.gov.in. Period required for shortlisting will depend on number of applications received for different posts. Candidates should not call any of the office for the dates.

Interviews for different posts will be conducted separately. Date and venue of interviews will be communicated to candidates for the post specified.

Candidates will be sent call letters by post or by email. It is the responsibility of the applicants to check the website and their email for list of shortlisted candidates and the date and venue of interview. However, candidates failing to reach for the interview due to any reason will not be the responsibility of VWDA, Pune.

- 3.4 **Document verification:** Shortlisted candidates will have to appear for interview. Candidates will have to bring all the documents in originals for verification. Verification will be done before the interview. If any of candidate is unable to produce original documents or if the document copies attached with application are not the same as the originals, such candidates will be dis-qualified and not allowed for the interview.

- 3.5 **Interview:** Interview will be conducted by a panel of administrators and experts approved by CEO, VWDA. Interviews will carry 50 marks. Assessment of approach, verbal competence, subject knowledge, attitude, etc. will be done during interview. Candidates will have to appear for the interview at their own cost. List will be prepared on basis of marks obtained in interview

Final list of selected candidates at State and Agriculture Division level will be displayed on the website.

- 3.6 **Offer letters:** Offer letters will be sent to the selected candidates. They will have to report with letter. Candidates failing to report within days given in offer letter will lose their claim and such posts will be offered to wait listed candidates. They in turn will also have to report within days given in offer letter. Further decision will be taken by CEO, VWDA & Commissioner, Agriculture.

4. Application form

Application forms for State level posts and Agriculture Division level posts are attached separately in word format. Candidates should strictly submit their applications in the prescribed format. Applications not submitted in prescribed format will not be considered and rejected indesk assessment. Last date to submit application is **15th September 2014** till 17 Hrs

Posts are non-transferable and qualifying candidates will be offered vacant locations. However, if VWDA requires the services of any specific personnel in any of the locations, he / she may be transferred by orders of Chief Executive Officer, VWDA

Chief Executive Officer
VWDA Pune &
Commissioner of Agriculture,
M S Pune

Vasundhara Watershed Development Agency "VWDA", Pune

Application Form for the post of _____

_____ at **State level/ Division Level** in the month of August 2014

For Office Use Only
Post Code: _____
Application No. _____
Date received: _____

Recent photograph

(A) Personal Details

Date of Application	
Name (in BLOCK CAPITALS)	
Category	
Date of Birth (dd/mm/yyyy)	----/-----/-----
Age as on 31-07-2014	
Age Limit 45 Years other then Livelihood Expert. For Livelihood Expert 62 Years	----Years -----Months -----Days
Address for Communication	
Contact Information: only one Mobile No : only one valid Email ID :	
If selected, Notice period:	

(B) Educational Qualification:

Level	University	Name of Course	Year of Passing	Class Obtained	Major Subjects
Post Graduation					
Graduation					
Diploma					
Specialized Training					
Other Education including trainings & workshops					

(C) Competency:

<p>Please list your areas of highest competency, special skills or other items that may contribute to your abilities in performing the mentioned position. (e.g.: Project management, Leadership & Teamwork, Studies & Publications, Special skills, etc. These should be qualitative as well as quantitative, that means examples should be quantified as far as possible.)</p>

(D) Experience

Total years of experience	(Mention Total experience in --- Years, ---Months and ----Days)
Major sector (like watershed development, water & sanitation, finance, software development, etc.)	

Experience in detail: (Give details of every appointment and all jobs separately in the table format given below but Mention most recent first)

From – To	Date /Month/Year to Date /Month/Year Calculate Experience of above Period (-- Years/---Months---Days)
Department / Organisation/ Agency/ Institution	
Position & Location	
Duties	
Major achievements	

(E) Key career credentials relevant to the Post Applied: (e.g.: Project Management & Coordination, Monitoring & Evaluation, Database management, Data analysis, etc.)

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(F) References with contact details: (Please give two references)

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(G) Declaration:

I hereby declare that the information furnished above is true to the best of my knowledge.

Date:

Place:

Signature of the Candidate