



INSTITUTE ON MANAGEMENT OF AGRICULTURAL EXTENSION (IMAGE)
(AN AUTONOMOUS INSTITUTE OF GOVERNMENT OF ODISHA)

Siripur, BHUBANESWAR-751003, Odisha

Ph. - (0674) 2562151, Fax - 2561879, E-mail : imagebbsr@rediffmail.com

WALK-IN-INTERVIEW

Walk-in-Interview will be conducted for the position of Communication Officer at **IMAGE, Bhubaneswar** on **12.12.2024** as per the schedule. For details of advertisement, the departmental website: **www.agri.odisha.gov.in** may be referred for eligibility, remuneration, place of posting etc. No TA / DA are admissible for attending the Interview. It is the complete discretion of the authority to cancel / reject / modify the selection process at any point of time without assigning any reason thereof.

ADW
29.11.24

Director, IMAGE

Walk-in-interview for engagement of Communication Officer on contractual basis under FAO-GEF assisted Green-Ag Project to be posted at SPMU, Bhubaneswar will be held at **IMAGE, Siripur, Bhubaneswar** as per the date and time mentioned below. The position is purely contractual & coterminous with the project. Details of the position, viz. designation, duty station and monthly remuneration are enumerated in the table below;

Sl. No	Name of the Position (Designation)	Date & Time of Interview	Reporting Time of Candidates
1	SPMU-Communication Officer	12.12.2024 11.30 AM	10.00 AM to 11.00 AM

No candidate will be entertained after the reporting time. In case there is a need to change the above schedule under some exigencies, it will be notified in the departmental website. The interested candidates are advised to please check the departmental website (www.agri.odisha.gov.in) for any last minute changes/ amendments.

Details of the positions

Sl. No.	Job title/ Position	Nos. of Position	Duty Station	Monthly Remuneration
1	SPMU-Communication Officer	1	SPMU Office, Bhubaneswar	50,000 INR per month (consolidated) with annual performance incentives @ 5% of the base remuneration basing on review of performance indicator

Recruitment Procedure

A. Selection process

The selection process will be through Personnel interview

B. Criteria for CV screening

CV screening will be based on Minimum Eligibility Criteria (MEC) as specified for the position.

No	Minimum Eligible Criteria (MEC)	Reference
1	Educational qualification	As per ToR
2	Years of relevant experience	As per ToR
3	Language required	As per ToR

C. Eligibility to appear before the interview panel

A preliminary screening will be done at the time of Walk in Interview by assessing the resume and certificates produced at that time against minimum eligibility criteria outlined in ToRs. If the candidate qualifies the MEC then only he/she will be allowed to appear the personal interview. Further the interview process may be extended to next day if candidates are large in numbers eligible for appearing interviews.

D. Documents to be produced by candidates during the Walk in Interview

The applicants will be required to produce the information in the prescribed application form highlighting the academic qualifications and experience required for the position along with self attested photocopies of experience and academic certificates. The candidate additionally required to produce proof of identity at the time of Walk in Interview by producing authentic identity proof like Aadhaar Card, Voter ID etc.

E. Final Selection procedures:

The final selection will be on the basis of the mark awarded in the personal interview out of 100 marks.

- Based on the aggregate marks arrived, the candidate with the highest score will be selected.

- The original documents of only selected candidate will be verified at the time of joining. Any lapses found during verification of original documents, the candidature will be summararily be rejected and the next ranked in the merit list will be considered for the position.
- F. It is the complete discretion of the authority to cancel / reject / modify the selection process at any point of time without assigning any reason thereof.

General Instruction to Candidates:

FAO is a partner agency of the Global Environment Facility (GEF), to address the world's most challenging environmental issues related to biodiversity, climate change, land degradation, chemicals, and international waters. GEF provides grants to countries to meet these challenges whilst contributing to key development goals, such as food security.

In this context, FAO India is currently initiating the implementation of the "Green-Ag: Transforming Indian agriculture for global environmental benefits and the conservation of critical biodiversity and forest landscapes" Project under the GEF -6 cycle. This project will focus on five states (Rajasthan, Madhya Pradesh, Mizoram, Odisha, and Uttarakhand). It seeks to harmonize priorities and investments between India's agricultural and environmental sectors so that national and global environmental benefits can be fully realized without compromising India's ability to provide and develop rural livelihoods and meet its food and nutrition security and social (particularly gender) goals.

The project is implemented through two components. The first component will strengthen the enabling framework and institutional structures to mainstream biodiversity (BD), sustainable land management (SLM), climate change mitigation (CCM) and sustainable forest management (SFM) policies, priorities and practices into India's agricultural sector, while the second component will demonstrate replicable "Improved agricultural and conservation practices".

The project will provide an evidential basis for transformational policy change across India's agricultural landscape and global conservation objectives are envisaged to be fully mainstreamed within the production landscape of the project sites in policy and practice. Partnerships between agencies at both the national and state level responsible for agricultural production and conservation will be much better coordinated to identify, engage, and monitor cooperative conservation practices effectively. Further, decision-makers will have the tools required to generate agricultural policies that more fully reflect environmental concerns and innovative practices, and priority conservation landscapes across India will benefit from heightened levels of response, intervention, and innovative policy support.

The project works at national, state and landscape levels. In Odisha it is implemented in Similipal Biosphere of Mayurbhanj District. The Project duration is 6 years. For operationalisation Director, Soil Conservation and Watershed Development has been notified as Nodal Officer for the project in Odisha. Two entities namely State Project Management Unit at Bhubaneswar and Green Landscape Implementation Unit at Baripada are established for implementation for project activities. Institute on Management of Agricultural Extension (IMAGE), Siripur, Bhubaneswar being identified as Operational Partner (OP) of FAO for project implementation. OP i.e., IMAGE as Operational partner executes recruitment of various positions under SPMU & GLIU depending on the human resources requirement for the project.

The positions are purely contractual and with a consolidated monthly remuneration fixed for various positions. The engagements will be up to 31.08.2025 or closure of the project whichever is earlier, which may be extended subjected to project continuance and satisfactory performance of the candidate. The engaged persons will be abide by the Conduct Rules applicable to the Government Servants of Odisha. Other allowances such as Dearness Allowance, House Rent Allowance and Medical Allowances etc. will not be applicable for these positions. Travelling Allowance/ Daily Allowance as per approved project norms will be applicable and for this purpose the consolidated remuneration shall be reckoned as the basic pay to

determine the admissibility and transport for their tours. For outside tours, the approval of the Nodal Officer shall be obtained. These positions will be entitled to only Casual leave as applicable to State Government Servant and not for any other kind of leave. The engaged personnel if desires to resign from the assignment, she/he has to give 1 (One) months' notice to Director, IMAGE. The engagement can, however, be terminated at any time without assigning any reason whatsoever. Neither the Government of India nor Government of Odisha nor IMAGE nor FAO will be responsible for such disengagement.

The age limit of the applicants for different positions under this project is maximum 64 years as on date of publication of advertisement. Interested candidates may appear the walk in interview with complete CV in prescribed format, self-attested photocopies of documents towards proof of identity, residence, educational qualification, experience & other achievements along with a passport size photograph. The general instructions to candidates, details of nos. of positions, duty station, remuneration, qualification, experience, deliverables, performance indicators, selection process etc. are available in departmental website i.e. www.agri.odisha.gov.in. Women candidates are encouraged to apply.

NOTES FOR CANDIDATES:

- Candidates' identity will be verified using a Government issued ID card (Aadhaar Card/ Electro Photo Identity Card/ PAN Card/ Driving License/ Passport) during interview.
- Candidates will report at Interview Centre as per the schedule. **Candidate reporting after schedule reporting time as per advertisement, will not be entertained to appear the Interview.**
- Candidates finally selected will be contacted through email. No queries through e-mail/ phone from unselected candidates will be entertained.
- Candidates finally selected will submit character certificate, medical certificate and No objection certificate from the employer if employed before finalizing contract.
- The candidates will be required to produce original documents at the time of joining if selected. If any discrepancies or lapses found at the time of verification the candidature will summararily be rejected.

**TOR for engagement of Communication Officer in State Project Management
Unit of FAO-GEF assisted Green-Ag Project in Odisha**

SPMU- Communication Officer

1. Number of position : **1 (One)**
2. Duty Station : SPMU Office, Bhubaneswar
3. Monthly Remuneration : 50,000 INR per month (consolidated) with annual performance incentives @ 5% of the base remuneration basing on review of performance indicators
4. Contact Duration : Up to 31.08.2025 which may be extended subjected to project continuance and satisfactory performance of the candidate.
5. Essential Qualification
 - 5.1. **Educational:**
 - 5.1.1 Bachelor's/ Master's degree in Communications/Journalism & Mass Communication / Information Science
 - 5.2. **Experience**
 - 5.2.1 Essential:
 - Bachelor's degree with 5 years or Master's degree with 3 years of relevant experience of web publishing, information management & multimedia applications in the field related to Agriculture, Forestry, Livestock and Development Sector.
 - Experience of working with vernacular media, organizing media events and providing media support for thematic events.
 - Experience of preparing IEC products such as newsletter, brochures, coffee table books.
 - Experience with photography and graphic designing software.
 - Experience of working with Govt. sector/ international non-government organizations/ donor organizations/ donor funded projects.
 - Oral, written and presentation skills in English.
 - 5.2.2 Desirable:
 - Working knowledge of Odia and / or vernacular languages.
 - Previous experience of utilizing information management methodologies such as Information & Communication Technologies for Development (ICT4D).
6. **Expected deliverables:** - Under the direct supervision of the State Nodal Officer, and in regular consultation with the State Technical Coordinator, SPMU the Communication Officer will undertake the following duties.

- 6.1. Document and disseminate lessons learnt, including case studies (both project and other relevant experiences) and findings from Green landscape impact monitoring.
- 6.2. Prepare periodic updates to SSC members on project progress in the Green Landscape within the state.
- 6.3. Facilitate knowledge sharing within states, between project states, and other stakeholders nationally and internationally through dissemination of information using existing government portals as well as through organization of special seminars, workshops, events, and audio-visual material.
- 6.4. Coordinate publication of relevant positioners, articles, and reports in English and respective state languages.
- 6.5. Undertake any other duties, as required

7. Key Performance Indicators:-

<p>Expected Outputs</p> <ul style="list-style-type: none"> • Tasks Described above Carried out satisfactorily and certified. • Monthly report/ final report and attachments submitted and cleared. 	<p>Required Completion Dates</p> <ul style="list-style-type: none"> • Monthly/ final report- upon completion of the assignment.
---	---

**CV FORMAT FOR CONTRACT RECRUITMENT
FOR STATE PROJECT MANAGEMENT UNIT (SPMU)
UNDER FAO-GEF ASSISTED GREEN AGRICULTURE PROJECT, ODISHA**

Position Applied For: SPMU – Communication Officer

(Candidate appearing for multiple positions has to apply separately)

PERSONAL DETAILS					
1	1.1	Name of the Candidate *	First Name		
			Middle Name		
			Last Name		
	1.2	Father's Name *			
	1.3	Mother's Name *			
	1.4	Nationality *			
	1.5	Domicile *			
	1.6	Sex *			
	1.7	Date of Birth *			
	1.8	Marital Status *			
	1.9	Address for Correspondence *	House No.		
			Street/lane		
	City				
	District				
	State				
	PIN CODE				
1.10	Permanent Address *	House No.			
		Street/lane			
		City			
		District			
		State			
		PIN CODE			
1.11	Mobile No *				
1.12	Email Id *				

EDUCATIONAL QUALIFICATIONS							
2		Name of the Examination	Course and Subjects *	Name of the Board/ Council/ Institute/ University*	Name of School/College/ University*	Year of Passing*	%age of Marks Obtained*
		2.1		Matriculate (10 th Pass)*			
2.2		Intermediate/ +2 *					
2.3		Graduation *					
2.4		Post Graduation					
2.5		Others (Add if any)					

Language Proficiency*Put a Tick(✓)mark					
3	S.NO	Languages	Reading	Writing	Speaking
	3.1	English*			
	3.2	Odiya*			
	Other languages				
	3.3				
	3.4				
	3.5				
	3.6				
	3.7				

WORK EXPERIENCE *						
	S. NO	Name and Category of Organization (Govt. sector/ international non-government organizations/ donor organizations/ donor funded projects) & location of positioning	Designation	Relevant Duties Performed (Within 700 characters) (Attach separate sheet with self-attestation, if required)	Duration	
					From	To
4	4.1					
	4.2					
	4.3					
	4.4					
	4.5					
	4.6					
	4.7					
	4.8					
	4.9					
	4.10					
	4.11					
	4.12					

Please specify your computer proficiency.			
S No		Yes/ No	
5	5.1	MS Word	
	5.2	MS Excel	
	5.3	Email Management	
	5.4	Data Entry	
	5.5	MS Power Point	
	5.6	MS Outlook	
	5.7	Others - Specify (Max 100 characters)	

Date:
Place:

Full signature of the Applicant

Instructions to Applicant*

- The CV Format shall be filled up legibly; preferably typed.
- Fields with asterisk * marks are mandatory.
- Each page of the CV needs self-attestation.
- Completed CV in prescribed format, self-attested photocopies of certificates towards educational qualifications, experiences & other relevant documents along with one passport size photograph should be brought to the Interview.
- In case you fail to substantiate any of the claims made in the application and if any variations are noticed, you will not be allowed to attend the interview and your candidature will be summarily rejected