



**G.B. PANT NATIONAL INSTITUTE OF HIMALAYAN ENVIRONMENT (NIHE)**

**Sikkim Regional Centre, Pangthang, Gangtok-737101, Sikkim**

Tel: (03592) 295130/295069; Email: [headskrc@gmail.com](mailto:headskrc@gmail.com)

Applications are invited only from Indian citizens for the following purely project based temporary positions at **Sikkim Regional Centre (SRC), Pangthang, (Sikkim)** of the Institute. Candidates having appropriate qualifications in relevant subject/specialization with consistently good academic record and experience may send their complete application in the prescribed format with all supporting documents (i.e. educational, experience etc.) to the undersigned by email at [headskrc@gmail.com](mailto:headskrc@gmail.com) on or before **24<sup>th</sup> August 2021**. **It is essential to mention the name of project and position applied for and post code number in the subject area of mail sent by you. Duly filled application in the prescribed format will only be accepted.** The shortlisted candidates will be called for an interview on **27<sup>th</sup> August 2021**. **The interview will be held through virtual (Audio/Video)/ physical mode.** No TA/DA will be paid to the candidates appearing for the Interview.

Post Code	Position	Qualification	Responsibility
<b>NMHS funded project entitled “Himalaya Calling: Bridging science, policy and practice to foster sustainable development in the Indian Himalayan region (IHR)”</b>			
<b>01</b>	Data Assistant (@ Rs. 18,000/- PM + HRA as per norms)  (01 Position)  Age limit: 40 Years*	<b>Essential:</b> (i) Master degree in Environmental Sciences/ RS & GIS/ Geography/Geology/ Botany/Forestry/ Physical Sciences or relevant disciplines. <b>Desirable:</b> (ii) Experience in Data compilation, database handling, and office assistance (iii) Data processing and Map preparation (iv) Efficiency in Computer & RS/ GIS related work	1. Database management and entry of records 2. Assisting officials in inventorization and digitization of research outputs 3. Report preparation 4. Other tasks as assigned
<b>Common Computational Facility under In-house Projects (SRC)</b>			
<b>02</b>	Field Assistant (@Rs. 12,000/- PM fixed  (01 Position)  Age limit: 45 Years*	<b>Essential:</b> 1. Graduate in any discipline or Intermediate with 5- year field experience in relevant field in the Himalaya. <b>Desirable:</b> i. Experience of field work and data collection in the Himalayan region. ii. Experience of surveys iii. Knowledge of computer (i.e. MS office, Internet) and official work	1. Assisting project team in various activities of different In-house projects at SRC including survey, data collection, community consultation, baseline data generations, and field work. 2. Any other scientific/ technical assignment from time to time

Appointment will be made initially for one year which may be extended for the next year based on satisfactory progress and performance of the candidate.

\*Relaxation in upper age limit for SC/ST/OBC/Women/Physically handicapped candidates as per Govt. of India rules.

**(Head SRC)**

## 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 I). Specializations may be indicated in terms of (a) Subject (b) Broad Area(s) of specialization and (c) Exact area(s) of specialization.

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



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**APPLICATION FORM**

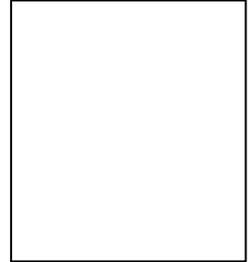
**Please use BLOCK LETTERS**

**Position Applied for**.....

**Project Title** .....

.....

**Post Code No.:** .....



**Please use BLOCK LETTERS:**

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

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

3. Present Address: .....

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4. Permanent Address.....

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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

**Contd.//..**

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

9. (b) If PhD degree not awarded, please give whichever applicable (please leave, if not applicable):

Date of thesis Submission.....

Likely date of submission: .....

10. Title of PhD Thesis (please leave, if not applicable)

.....  
 .....  
 .....

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:.....

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 .....

Contd.//..

14. Experience held: (Please attached copy of experience certificate)

Position	Name of the organization/ agency	Dates		Pay/wages	Nature of duties
		From	To		

15. **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.....