

ANDAMAN & NICOBAR STATE WATER & SANITATION MISSION
ANDAMAN PUBLIC WORKS DEPARTMENT COMPLEX
NIRMAN BHAWAN
PORT BLAIR

NOTICE

Applications are invited from suitable candidates for the following posts to be filled in deputation / Contractual Basis under Andaman & Nicobar State Water & Sanitation Mission, Port Blair. The qualification experience and other detailed are mentioned below: -

Sl. No.	Field	Qualifications	Experience	Proposed Pay
1.	Director – 1	On deputation from APWD. Executive Engineer or Assistant Engineer having Degree / Diploma in Civil Engineering from Recognized University / Board.	Executive Engineer with one year experience or Assistant Engineer with six year experience.	15600-39100 GP 6600/-
2.	Accountant – 1	On deputation from A&N Admn. / DAB / PAO, LGC / Junior Accountant of A & N Administration. XIIth Pass from Recognized Board.	LGC with 7 years experience at least two years in Accounts / Junior Accountant.	9300-34800 GP 4200/-
3.	Monitoring, Evaluation cum MIS Consultant - 1	Graduate in Statistics / Computer Science with Computer knowledge.	2 years with NGO / Govt. Deptt.	On Contract Rs.20,000/-
4.	IEC & HRD Consultant - 1	Graduate in Engineering, Management or in Social Science/Mass Communication	2 years with NGO / Govt. Deptt.	On Contract Rs.20,000/-
5.	Sanitation and Hygiene Consultant - 1	Graduate in Science / Social Science.	2 years with NGO / Govt. Deptt.	On Contract Rs.20,000/-
6.	Peon – 2	X th Pass		On Contract 6,000/-

Cont.....2/-

Duties: -

1. Director: -

- (i) To develop states specific information, education and communication strategy for before initiative in water & sanitation.
- (ii) Providing capacity development of functionaries at all levels.
- (iii) Address the need of sustainability in water & Sanitation.
- (iv) To supervise all the works entrusted to other consultants under him.
- (v) Updation of data entry online interaction with media & publicity.
- (vi) Up keeping of Accounts / Liasoning with Ministry.
- (vii) Overall knowledge of Water Supply in A & N Islands.

2. Monitoring, Evaluation cum MIS Consultant :- To Monitor the all data entry done by the Data Entry operator in the IMIS and monitor the progress and updata IMIS regularly.

3. IEC & HRD Consultant :-

- (i) To create a sense of participation among the community, especially women and involve them in planning and implementation of water and sanitation programmes and in maintenance of the systems;
- (ii) To create a sense of willingness among them to pay for the construction of sanitation facilities and water supply systems;
- (iii) To create awareness about proper storage, handling and consumption of safe drinking water;
- (iv) To create awareness among the community regarding safe disposal of waste water and solid waste.
- (v) To draw up training and capacity building plan and help in its implementation.
- (vi) To drop the capacity and training plan for stake holders such as engineer's, public representative villagers etc and its implementation.

4. Sanitation and Hygiene Consultant :-

- (i) To educate people against open defecation by creating a felt need among households for construction of individual latrines / toilets and school sanitation.
- (ii) Updating data's regarding availability of sanitation facilities.

5. Accountant :- To maintain all the accountant related to NRWDP.

6. Peon :- To assist the director state coordinator.

The application for the post on deputation should be submitted through their head of department duly verified as per the proforma enclosed and submitted to member secretary (Chief Engineer, APWD), ANWSM, Work Section, CE' Office, APWD, Port Blair on or before 15/09/2010.

The application for the post on contract basis alongwith Xerox copies of the certificate may be submitted the office of the Project Director, NRDWP, Work Section, CE' Office, APWD, Port Blair on or before 15/09/2010.

Project Director,
NRDWP

Copy to: -

1. The Employment Officer, Employment Exchange, A & N Administration, Port Blair. It is requested to sponsor the names of eligible candidates for the post from Sl. No. 3 to 7 to this office at the earliest.

To

The Member secretary,
(Chief Engineer, APWD),
Andaman & Nicobar State Water & Sanitation Mission,
Work Section, CE' Office, APWD,
Port Blair.

Sub: Application for the Post of Data Entry Operator – reg.

Name :

Father's Name :

Date of Birth :

Date of Entry in Service :

Department in which working :

Present Post Held :

Educational Qualification :

Experience :

This is certify that the information furnished above is true to the best of my knowledge

Name of Applicant
Signature

Certificate

The above information has been verified from the service book /records of the applicant and found correct.

Head of Office

Counter Signed

Head of Department

