

Planning Commission
(Environment & Forests Division)

“Environment & Forests Division of Planning Commission requires a suitable candidate for the post of Young Professionals (E&F) for undertaking work relating to preparation/evaluation of proposals/schemes relating to the E&F Sector. Area of work involves good communication skills, both oral and written, analytical skills with ability to generate good reports. Candidates with suitable past experience in appraising, evaluating and preparation of Reports/Reviews/Notes/Briefs etc in E&F Sector and related issues will be preferred. No. of vacancies is Two (2).

1. Essential Qualifications:

Degree in any branch of Engineering/Masters Degree in Life/ Natural/ Environmental Sciences/Physics/Biology/Chemistry/Mathematics.

2. Desirable Qualifications:

ME/M. Tech/MBA/PhD (either completed or pursuing)/any professional courses in Environment Management.

3. Desirable Experience:

2-3 years in the field of E&F Sector.

4. Terms of Reference (TOR):

- (i) Drafting of a Paper on review and strengthening of S&T Base of the Ministry of Environment & Forests,
- (ii) Drafting of a Discussion Paper on Environmental Performance Indicators (EPI),
- (iii) To do technical appraisal/scrutiny of all on-going Eleventh Plan Centrally and Centrally Sponsored Schemes/programmes relating to Environment & Forests.
- (iv) To prepare briefs in respect of E & F Sector for all 29 States and 6 UTs indicating each State/UT's priorities prior to Annual Plan discussions.
- (v) To scrutinise Annual Plan proposals of the Ministry of E&F and carry out review of performance of each on-going Plan scheme.
- (vi) To assist senior officers of the Division in drafting The Approach Paper to the Twelfth Plan
- (vii) To examine Twelfth Plan (2012-17) proposals of the Ministry of E&F and prepare Notes/Briefs for Member-level Meetings.

5. Deliverables expected:

- (i) Notes/ inputs containing comments of the Division on SFC/EFC/PIB Memos on new Plan schemes/projects proposed for Twelfth Plan by the Ministry.
- (ii) To prepare self – contained notes outlining Working Group recommendations after Annual Plan discussions to facilitate State Plan allocations.
- (iii) To prepare briefs on Plan Schemes of the Ministry based on scrutiny of Annual Plan proposals and make resource allocations/recommendations
- (iv) Draft Twelfth Plan Approach Paper
- (v)** To prepare Agenda Papers with detailed MS Excel Sheets showing Proposed/Recommended Scheme-wise outlays for Plan Schemes.

6. Remuneration: Between Rs. 25, 000 – Rs. 40, 000/p.m depending on qualifications and experience + Rs. 1500/pm as local conveyance allowance.

Suitable candidates may respond within 15 days of release of this advertisement by E-mail to the undersigned.”

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