

## Directorate of Fisheries Department Uttarakhand

Badasi Grant (Dhanyari) Dehradun-248008

Letter No. 02 /PMMSY-Advt./2023-24

Dated: 09 August, 2023

### --ENGAGEMENT OF CONTRACTURAL MANPOWER UNDER PMMSY---

Directorate of Fisheries Department, Uttarakhand intends to hire contractual manpower purely on temporary basis under **Pradhan Mantri Matsya Sampada Yojana (PMMSY)** for the positions mentioned below. The engagement will be initially for a period of eleven months on contract basis which is extendable based on requirement and availability of funds. The candidates will be selected on the basis of interview.

| S. No. | Name of Post                       | Number of Post | Place of Posting                     |
|--------|------------------------------------|----------------|--------------------------------------|
| 1-     | Dy. State Programme Manager (DSPM) | 01             | Dehradun                             |
| 2-     | State Data cum MIS Manager         | 01             | Dehradun                             |
| 3-     | District Programme Manager (DPM)   | 02             | 01-Haridwar<br>01- Udham Singh Nagar |

Candidates meeting the eligibility criteria can submit applications complete in all respects and must reach the office of the undersigned By Hand or By Post or by e-Mail latest by 01<sup>st</sup> September, 2023 at 5:00pm. Interested applicants can read & download the application from website [www.fisheries.uk.gov.in](http://www.fisheries.uk.gov.in).

- Director, Fisheries Department

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Directorate of Fisheries Department, Uttarakhand intends to hire contractual manpower purely on temporary basis under **Pradhan Mantri Matsya Sampada Yojana (PMMSY)** for the positions mentioned below. The draft Terms of Reference (ToR) for the position and the minimum required qualification, experience, age, etc for the positions are given below.

| Name of Contractual Post              | Total No. of Post | Eligibility Criteria   |                  | Contractual Emolument   | Responsibilities   |
|---------------------------------------|-------------------|--|------------------|---|--|
|                                       |                   | Qualification & Experience   | Age limit        |   |  |
| Deputy State Programme Manager (DSPM) | 01 (one)          | <p><b>Essential:</b> Masters in Fisheries Science/ M.Sc. in Zoology/ M.Sc. in Marine Sciences/M.Sc. in Marine Biology/ Masters in Fisheries Economics/Industrial Fisheries/Fisheries Business Management.</p> <p><b>Desirable:</b><br/>(i) Doctorate in the above disciplines.<br/>(ii) A degree in Management. Preference will be given for Agri-Business Management<br/>(iii) Knowledge of Information Technology (IT)/Computer Applications</p> <p><b>Experience:</b><br/>a) Minimum 7 year's domain experience in any area of Fisheries and Aquaculture in respect of State Programme Manager<br/><br/>b) Minimum 5 years domain experience in any area of Fisheries and Aquaculture in respect of Deputy State Program Manager.</p> | Maximum 45 years | Rs. 55000 per month<br><br>(Consolidated)<br>Based on actual attendance including leave, if any | <ul style="list-style-type: none"><li>• To coordinate with the State Department of Fisheries in all the matters relating to implementation of the PMMSY in the State.</li><li>• Coordinate with the State Department of Fisheries, all District Programme Units(DPU) and other districts and will ensure timely consolidation and submission of all plan and monthly progress reports.</li><li>• Compilation of physical and financial progress reports, success stories and uploading of such reports to the PMMSY portal, MIS and DBT portal as per the instructions.</li><li>• Regular monitoring, review and evaluation of the progress in implementation of the PMMSY</li><li>• Compilation of the State specific available data with respect to the deliverables and outcomes envisaged under PMMSY which includes fish production, productivity, employment generation, reduction in post- harvest losses and others, etc</li><li>• Implementation of PMMSY in state with convergence of other departmental and non-departmental programmes.</li><li>• Any other duties/ responsibilities assigned by the Secretary Fisheries/Director Fisheries/ SLSC or any other competent authority as per the needs.</li></ul> |

| Name of Contractual Post         | Total No. of Post | Eligibility Criteria  |                  | Contractual Emolument   | Responsibilities   |
|----------------------------------|-------------------|---|------------------|---|--|
|                                  |                   | Qualification & Experience  | Age limit        |   |  |
| State Data cum MIS Manager       | 01 (One)          | <p><b>Essential:</b></p> <p>a) M.Sc./M.A.in Statistics/Mathematics/ Masters in Fisheries Economics.</p> <p>b) Minimum a Diploma in Information Technology (IT)/Computer Applications.</p> <p><b>Experience:</b></p> <p>a) Minimum 5 years domain experience in the area of large-scale data processing and management.</p>  | Maximum 45 years | Rs. 50000 per month (Consolidated) Based on actual attendance including leave, if any | <ul style="list-style-type: none"> <li>• To coordinate with the State Department of Fisheries in all the matters relating to fisheries statistics.</li> <li>• Collection, preparation and assessment of data on fisheries development &amp; PMMSY implementation progress</li> <li>• Preparation &amp; uploading of data on PMMSY-MIS(Management Information System) dashboard for gathering information on a single platform.</li> <li>• To keep track of PMMSY activities and progress across all participating districts of the states.</li> <li>• To provides aids in the strategic use of information for informed decision-making</li> <li>• To monitor, control and surveillance of PMMSY activities based on data collected/MIS.</li> <li>• To assist SPM/DSPM for implementation of PMMSY in the state</li> </ul> |
| District Programme Manager (DPM) | 02 (Two)          | <p><b>Essential:</b></p> <p>a) Masters in Fisheries Science /M.Sc. in Zoology/ M.Sc. in Marine Sciences/M.Sc. in Marine Biology/ Masters in Fisheries Economics/Industrial Fisheries/Fisheries Business Management.</p> <p>b) Minimum a Diploma in Information Technology (IT)/Computer Applications.</p> <p><b>Desirable:</b> A degree in Management. Preference will be given for Agri-Business Management.</p> | Maximum 35 years | Rs. 45000 per month (Consolidated) Based on actual attendance including leave, if any | <ul style="list-style-type: none"> <li>• Propagation of PMMSY in the District.</li> <li>• Assisting the District Fisheries Office/District administration/District Level Committee in preparation of district fisheries development plan on annual basis.</li> <li>• Assisting the District Level Committee (DLC)/District Fisheries Office for approval of district fisheries development plan, monitoring, evaluation of fisheries developmental projects taken up in the District under PMMSY.</li> <li>• Coordination with all concerned stakeholders and submission of physical and financial progress reports to the Directorate/State Programme unit/Government as the case may be regularly at the specified intervals.</li> <li>• Assisting the District Fisheries Officials/DLC in taking up</li> </ul>          |

| Name of Contractual Post | Total No. of Post | Eligibility Criteria       |           | Contractual Emolument | Responsibilities  |
|--------------------------|-------------------|----------------------------|-----------|-----------------------|---|
|                          |                   | Qualification & Experience | Age limit |                       |   |
|                          |                   |                            |           |                       | fisheries development activities in convergence with other fisheries related programmes/Schemes implemented in the Districts, wherever feasible. <ul style="list-style-type: none"> <li>• Compilation of the district specific available data with respect to the deliverables and outcomes envisaged under PMMSY which includes fish production, productivity, employment generation, reduction in post-harvest losses and others, etc</li> <li>• Any other responsibilities assigned by the Secretary Fisheries/Director Fisheries/SLSC or any other competent authority as per the needs.</li> </ul> |

**Note -**

- ⊕ Interview will be chaired by Secretary Fisheries, Govt. of Uttarakhand
- ⊕ Candidates having experience in Uttarakhand and similar Geographical area will be preferred for the said positions.
- ⊕ Application complete in all respects must reach the office of undersigned by hand or by post or by e-mail latest by 01<sup>st</sup> September, 2023 by 5:00 pm.
- ⊕ Directorate of Fisheries Department will Shortlist the applications as per the required educational Qualification & experience and the candidates shortlisted thereof will be intimated accordingly by email/phone and only the shortlisted candidates will be allowed to appear in the interview.
- ⊕ Candidates not meeting the prescribed qualification and experience mentioned in the table above need not to apply.
- ⊕ The above positions are purely temporary and will be filled on contractual basis and the selected candidate shall have no right/claim for regular appointment in Department of Fisheries, Uttarakhand.

**Terms & Conditions -**

- ⊕ The selected candidate will be under the administrative control of Director, Fisheries Department Uttarakhand.
- ⊕ The engagement will stand terminated on completion of the tenure of the scheme or on unavailability of funds, whichever is earlier whether so communicated formally or individual basis or not.
- ⊕ The contractual engagement may be terminated/discontinued on either side by giving one-month prior notice to this effect without assigning any reasons. Absence for period beyond 15 days will be treated as abandonment of duty and the contract will be terminated without any reason.
- ⊕ Since the candidate will engaged for the scheme work on full time basis, he/she will not be allowed to do any other work or to accept or hold another appointment with or without remuneration elsewhere. Private practice is also not allowed during this tenure of service.

- Φ The selected candidate will work on full time basis so he/she is require to adhere to the administrative, financial and disciplinary regulation of Department of Fisheries, Uttarakhand where the incumbent is working.
- Φ **Pay & allowance:** Candidate will be engaged on contractual basis &will be paid consolidated remuneration mentioned in table above. In addition to this No HRA, NPA etc would be payable.
- Φ District Programme Manager will be posted 01 at district Haridwar and 01 at district Udham Singh Nagar. No additional allowances will be paid nor will any housing facilities be provided.
- Φ The selected candidate(s) will have to arrange accommodation at his/her own cost during the period of the above contractual engagement.
- Φ Other terms & conditions will be applicable as issued by competent authority from time to time.

**General Conditions-**

- Φ Mere submission of application form does not confer any right to the candidate to be interviewed.
- Φ The application found to be incomplete, will be summarily rejected.
- Φ Wrong declarations/submission of false information or any other action by the candidate, contrary to law shall lead to cancellation of candidature at any stage.
- Φ No TA/DA will be admissible for interview or joining.
- Φ If there is any modification in the advertisement, the same will be included and updated in the advertisement published on the website ([www.fisheries.uk.gov.in](http://www.fisheries.uk.gov.in)). Hence, the interested candidates are advised to keep checking website regularly.
- Φ Director, Fisheries Department, Uttarakhand reserves the right to increase or decrease the number of position or scrap any or all of the position during any of the engagement process.
- Φ Interested and potential candidates having the requisite qualification and experience may apply as per the prescribed application format provided in the website [www.fisheries.uk.gov.in](http://www.fisheries.uk.gov.in) along with a cover letter in a sealed envelope indicating "Application for the position of \_\_\_\_\_"
- Φ For any clarification the candidates can submit queries to email: [info.fisheriesuk@gmail.com](mailto:info.fisheriesuk@gmail.com)

**ADDRESS FOR COMMUNICATION**

**Directorate of Fisheries, Badasi Grant (Dhanyari), Dehradun-248008**

**(email – [info.fisheriesuk@gmail.com](mailto:info.fisheriesuk@gmail.com))**

**--ENGAGEMENT OF CONTRACTURAL MANPOWER UNDER PMMSY--**

**APPLICATION FORM**

**APPLICATION FOR THE POST OF \_\_\_\_\_**

1. **Full Name of the candidate** (in Block Letters):
2. **Father's/Husband's Name :**
3. **Mother's Name :**
4. **Gender:**
5. **Marital Status :**
6. **Nationality:**
7. **Permanent Postal Address** (attach a copy of evidence):
8. **Communication/Current Address:**
9. **Mobile No.:**
10. **Email id :**
11. **Date of Birth** (attach a copy of evidence)(dd/mm/yyyy):
12. **Age** (As on 1<sup>st</sup> April,2023) : \_\_\_\_\_ Years \_\_\_\_\_ month(s)
13. **Current Designation:**
14. **Current Employer's Full Address with contact email and phone number:**
15. **Educational Qualification** (attach a copies of certificates):



| S.No. | Examination     | Subject | Year of Passing | Name of College | Name Board/ University | Grade/ Percentage of marks obtained |
|-------|-----------------|---------|-----------------|-----------------|------------------------|-------------------------------------|
| 1.    | Graduation      |         |                 |                 |                        |                                     |
| 2.    | Post-graduation |         |                 |                 |                        |                                     |
| 3.    | Others (if any) |         |                 |                 |                        |                                     |

16. **Training details relevant to the position applied** (attach copies of certificates):

| S.No. | Title of the Training program | Duration of Training | Training organized by |
|-------|-------------------------------|----------------------|-----------------------|
| 1.    |                               |                      |                       |
| 2.    |                               |                      |                       |
| 3.    |                               |                      |                       |

17. Total Professional Experience: \_\_\_\_\_ Years \_\_\_\_\_ month(s)

18. Details of Professional Experience (Starting from latest) (attach copies of experience certificates):

| Sl. | Designation | Organization | From<br>(mm/yyyy) | To<br>(mm/yyyy) | Summary of Services provided |
|-----|-------------|--------------|-------------------|-----------------|------------------------------|
| 1.  |             |              |                   |                 |                              |
| 2.  |             |              |                   |                 |                              |
| 3.  |             |              |                   |                 |                              |
| 4.  |             |              |                   |                 |                              |
| 5.  |             |              |                   |                 |                              |
| 6.  |             |              |                   |                 |                              |
| 7.  |             |              |                   |                 |                              |
| 8.  |             |              |                   |                 |                              |

19. Write a brief note describing why would like to be associated with us : (Maximum 100 words)

20. Works/Activities undertaken that best illustrates suitability for the position applied for:

|  |  |
|--|--|
| <b>Name of Project/Assignment:</b>                                   |  |
| <b>Year(s): (From – To)</b>  |  |
| <b>Employer:</b>   |  |
| <b>Main Features of the Project/ assignment:</b>                     |  |
| <b>Position held:</b>  |  |
| <b>Activities Performed/Services Provided:</b><br>(Maximum 50 words) |  |

21. Language's proficiency: (please tick ✓)

| S.No. | Language | Read | Write | Speak |
|-------|----------|------|-------|-------|
| 1.    | English  |      |       |       |
| 2.    | Hindi    |      |       |       |
| 3.    |          |      |       |       |
| 4.    |          |      |       |       |

**22. Computer proficiency:**

| S.No. | Program/Software/Applications | Excellent | Good | Average |
|-------|-------------------------------|-----------|------|---------|
|       |                               |           |      |         |
|       |                               |           |      |         |
|       |                               |           |      |         |
|       |                               |           |      |         |

**23. Do you have any criminal or corruption charges against you?** (If yes furnish details)

**24. Have you ever been arrested, indicted or summoned into court as defendant in a criminal proceeding or convicted, fined or imprisoned for the violation of any law?** (If yes furnish details)

**25. Have you ever been discharged or forced to resign from any position?** (If yes furnish details)

(Attach additional A4 white sheets if required)

**Attachments:-**

1. 10<sup>th</sup> Mark sheet
2. 12<sup>th</sup> Mark sheet
3. Graduation Mark sheet
4. Post-Graduation Mark sheet
5. Post-Graduation Passing Certificate
6. Other Educational Certificate (if any)
7. Professional Experience Certificates
8. Training details relevant to posts- Certificates
9. Diploma in Information Technology (IT)/Computer Applications (for mentioned posts)
10. Domicile copy
11. AADHAR copy

**Declaration:** I certify that the statements made by me in this application are true, complete and correct to the best of my knowledge and belief. Permission is hereby given to the Director of Fisheries, Uttarakhand to make such investigations as are necessary on the information given above. I understand that any misrepresentation or fraudulence or material omission made herein or in any other document requested by Director of Fisheries, Uttarakhand would render dismissal and termination of my candidature/service/contract apart from other penal action as per the law.

**Date:**

**Signature of the Candidate**

**Place:**