



ବନଖଣ୍ଡ ଅଧିକାରୀ ତଥା ବନ୍ୟପ୍ରାଣୀ ଉଦ୍‌ବ୍ୟାପକ କାର୍ଯ୍ୟାଳୟ, ମାଲକାଙ୍ଗିରି ବନଖଣ୍ଡ, ମାଲକାଙ୍ଗିରି।

OFFICE OF THE DIVISIONAL FOREST OFFICER-CUM-WILDLIFE WARDEN, MALKANGIRI FOREST DIVISION,
MALKANGIRI.

Tele/ Fax No. 06861 231353 e-mail- dfomalkangiri@gmail.com



No. _____/1F (Accounts)

Dated, Malkangiri, the _____ th November, 2023.

ADVERTISEMENT

Applications in plain paper are invited from the interested eligible local unemployed youth candidates for the post of Site Manager for Ecotourism destinations of this Division to be engaged through Service Provider at a monthly consolidated remuneration of Rs. 22000/- per month as per following terms and conditions.

- **Eligibility Criteria:** Should be a graduate in Tourism/Travel/Hotel/Hospitality Management with good communication skill with experience Minimum 2 Years in Hotel/Travel/Hospitality/ Tourism Sector.
- **No of Post:** 1(One)
- **Last date for receipt of Application:** 22.11.2023
- **Job Description of Site Manager:**
 - To remain overall charges of the Nature Camp and supervise the activities i.e. sanitation, housekeeping, food & beverages and maintenance of other infrastructures with due approval of the authority. To receive the visitors and ensure their comfortable stay at site.
 - To maintain the records/ registers of the ecotourism destinations.
 - To supervise the Accounts, Stock & Store articles at the site.
 - Training of village community members.
 - Capacity Building and coordination among all stake holders of Ecotourism.
 - Publicity & advertisement of the site.
 - Any other assignment as per direction of Authority.
- **Terms & conditions:**
 - **Period of Engagement:** The period of engagement of Site Managers through Service provider at Eco-tourism destination sites i.e. Chitrakonda & Satiguda from 01.12.2023 to 31.3.2024 during the financial year 2023-24 which will be extended for further period of one year and as per the funds available for the purpose.
 - **Emoluments & perquisites:** Monthly consolidated remuneration for the post of site Manager @ Rs.22000/- per month in consideration of their qualification and experience.
 - **Place of posting:** Ecotourism destinations at Satiguda of Malkangiri Forest Range, Chitrakonda of Chitrakonda Forest Range. **Basis of engagement:** Selection of candidates for engagement is purely temporary basis and terminable at any time without notice or assigning any reason thereof.
 - **Authenticity of information & documents:** If the submission of any incorrect/false information, certificates, documents or suppression of material fact(s) is detected during course of selection, the candidature of the concerned candidate will be cancelled. Even after engagement if the same is/ are detected, his/her engagement will be terminated by the authority without any notice or assigning any reason thereof

- Mere submission of application does not confer any right for the engagement. The authority reserves the right to cancel the advertisement at any point of time without assigning any reason thereof.

- **Procedure for selection:** A walk-in-interview will be conducted in the O/o the Divisional Forest Officer, Malkangiri or in the O/o the Regional Chief Conservator of Forests, Koraput Circle, Koraput for verification of their testimonials, experience and proficiency of the candidate by the committee formed for the purpose. More preference will be given to candidates belong to Malkangiri District only. The exact date & time/ venue of said interview will be intimated to the applicants over their phone/ e-mail address of the candidates in due course. While attending interview, the candidate should bring all original documents/ certificates for verification along with one set of certified /attested copies of document with 3 nos of passport size photographs duly attested.

The candidates are required to apply for the post in the following format in plain paper.

1. Name of the Applicant
2. Father's name
3. Present Address with authentic proof of residence.
4. Permanent Address with authentic proof of residence.
5. Mobile Number & Correct e-mail address
6. Date of Birth (Candidate must accompany copy of HSC or equivalent certificate in support of date of birth)
7. Educational Qualification from 10th onwards (Attach attested copies of relevant certificate)
8. State details of qualification showing graduate in Tourism/Travel/Hotel/Hospitality Management (Attach Certificate as Proof)
9. Experience minimum two years in Hotel/Travel/Hospitality/Tourism Sector (Attach Proof)

Place:

Date

Signature of the candidate

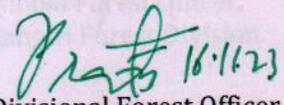
Undertakings

I do here by undertake that the information/ documents furnished above are true to the best of my knowledge and belief. If later on at any stage the said information/document found to be false/ incorrect, then I will be liable for punishment as per rule. I have gone through in detail of advertisement and hence I have no objection to work through Service Provider.

Place:

Date

Signature of the candidate


Divisional Forest Officer,
Malkangiri Forest Division.