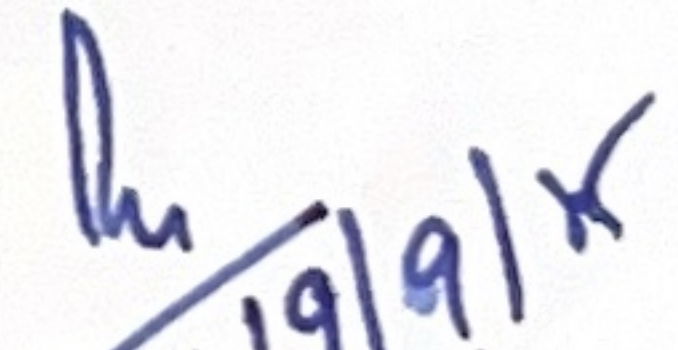


उत्तराखण्ड शासन
सिंचाई, लघु सिंचाई एवं संस्कृति
सं० 121 / स० / पी०पी०एस० / 2025
दिनांक 19 सितम्बर, 2025

प्रमुख अभियन्ता,
सिंचाई विभाग
देहरादून, उत्तराखण्ड।

कृपया सिंचाई विभाग में Consultant, Office of Secretary, Govt. of Uttarakhand के पद (अस्थाई/अनुबंधित) हेतु संलग्न विज्ञप्ति के अनुसार वेबसाईड के माध्यम से आवेदन पत्र आमंत्रित कर 02 सप्ताह के अन्तर्गत अधोहस्ताक्षरी के समक्ष साक्षात्कार हेतु प्रस्तुत करने का कष्ट करें।


(युगल किशोर पन्त)
सचिव।

SSO(K-1)

श्रीरामेश्वर
23/9/25

SSO(K-1)

23-9-25

IT Cell
23/9

प्रमुख अभियन्ता
(सिंचाई)
22-9-25

GOVERNMENT OF UTTARAKHAND OFFICE OF SECRETARY IRRIGATION

No. 121 A/SECY-PPS/2025

Dated: 25/09/2025

NOTICE

Government of Uttarakhand Office of Secretary, Irrigation invites suitable candidate (Individual Consultant/Subject Matter Expert) to be deployed on contractual basis at the office of Secretary, Government of Uttarakhand. The selected candidate (1 no) shall assist the office of Secretary, government of Uttarakhand with consulting inputs on Project formulations, Planning and Project Management of the Developmental Programme initiatives being undertaken by the Government of Uttarakhand. The selected position shall be based at Dehradun.

This detailed Qualification Criteria, Job Description and Key Roles & responsibilities of the positions can be downloaded from the websites: <https://uttarakhandirrigation.com> Any Addendum/Corrigendum including any date extension and clarifications will be uploaded only on <https://uttarakhandirrigation.com> and will be published in newspapers. Hence, interested candidates should regularly visit this website to keep them updated with the latest developments.

The interested suitable candidates may send their detailed resume to the email id hodcamp.id@gmail.com by or before 5 PM, October 14, 2025.

Any application received after the due time mentioned shall not be considered for evaluation.

Shortlisted candidates shall be informed by email. Interview shall be conducted at: Office of the secretary.

Room no: 211, 1st Floor, Devendra Shastri bhawan (FRDC)

Uttarakhand Secretariat, 04B Subhash Road, Dehradun

Contact no. 0135-2530170, 0135-2713531.

Interview time & date: 11 AM, October 19, 2025

Very Imp: Only shortlisted candidates shall be allowed to appear for the interview. The shortlisted candidates must bring their relevant educational qualification document, professional certificates & other documents along with the print out of the email received by them as confirmation for their shortlisting for interview.

(Yugal Kishore Pant)

Secretary, Govt. of Uttarakhand

Position Name: Program Development Director (PDD), Office of Secretary, Govt. of Uttarakhand

1	Position Name	Consultant
2	Number of Position	1 (one)
3	Positioned at	Office of Secretary, Govt. of Uttarakhand
4	Reports to	Secretary, Govt. of Uttarakhand
5	Engagement type	Contractual
6	Engagement period	3 years (to be reviewed after 3 years for extension)
7	Engagement	At-least 20 days a month
8	Leaves	Maximum of 2 days of paid leaves per month (apart from Government Holidays)
9	Compensation/ professional fee	INR 1,50,000/month (10% escalation every year, upon satisfactory performance appraisal)
10	Other benefits	Laptop, Office space, Vehicle for official use

Key Responsibilities:

The incumbent shall assist the Secretary, Govt of Uttarakhand in the following works and, any other work/assignment as delegated by the Secretary from time-to-time basis:

- i. The primary role of incumbent shall be to assist and coordinate with the department/consultants/Staff engaged by the office of Secretary, Govt of Uttarakhand for various developmental programmes/projects.
- ii. The incumbent shall assist the Secretary, Govt of Uttarakhand on any other work assignment as assigned by the Secretary from time-to-time basis.
- iii. Assistance to the Secretary on the planning, implementation and supervision of work/policies/plans of the developmental programmes.
- iv. Assistance on new or innovative approaches to policy and operational issues.
- v. Project management Assistance & technical assistance.
- vi. Facilitate effective coordination and cooperation with other state government departments and internal stakeholders across all government offices.

Qualifications & Relevant Experience:

- i. Professional experience in water sector/Infrastructure projects/government departments/Consulting advisory for government, with at least 7 years of experience after graduation.
- ii. Gradation in Planning/Architecture along with the experience of working in government projects in different key roles as project leads/ Project Manager/ Nodal officer/Project coordinator/etc.
- iii. PGDM/Diploma certificate will be preferred in project related sectors like Project Management/Construction Management along with the experience in the field.
- iv. Professional consulting experience of multidisciplinary project teams on government projects & programme with large investments/project finance. Experience of Multilateral funded project is a must.
- v. The candidate should have proficiency in Procurement/ Private financing for Infrastructure & sustainable growth/financial management/project finance business models and documentations.
- vi. Leadership skills with capacity to develop & plan innovative programs, and managerial abilities to undertake the responsibilities mentioned above at the required level.
- vii. Good analytical, strategic planning skills, and strong administrative skills in managing the different work units to maximize work outputs.
- viii. Able to manage and motivate staff performance and career development in a diverse workforce, as well as establish a constructive work environment to maximize staff engagement and optimize staff potential.
- ix. Good interpersonal skills and able to liaise with all levels of Management, staff, and external organizations concerning institutional services related issues.
- x. Excellent written and verbal communication skills in English.
- xi. Previous Experience of assisting Uttarakhand government/government agencies as Team leader/Project Manager/Consultant on PMU/PMCs or direct to the department shall be preferred.