



**National Institute of Agricultural Extension Management (MANAGE)**  
**Rajendranagar, Hyderabad-500 030.**

(An Autonomous Organization under Ministry of Agriculture and Farmers Welfare,  
Govt. of India)

**Advertisement for project position under “Rejuvenation of Watersheds for Agriculture Resilience through Innovative Development (REWARD)” Project**

MANAGE is involved in “Rejuvenation of Watersheds for Agriculture Resilience through Innovative Development (REWARD)” project as a knowledge partner for National Level Consortium of National Rainfed Area Authority (NRAA). In this regard, MANAGE invites applications from the eligible, dedicated, hardworking and experienced candidates to work in the above mentioned project on contractual basis as Consultant – Documentation Expert. The position is initially for a period of one year to carry out the works related to documentation of the project experiences from Odisha and Karnataka. Eligible professionals may apply in the prescribed application format on or before 31.05.2025.

The details are furnished below:

**1. Consultant – Documentation Expert**

Particulars	Remarks
Name of the position	Consultant – Documentation Expert
Number of positions	One
Duration of Assignment	Initially for one year, extendable further based on performance and requirement
Monthly Salary	Consolidated salary of Rs.75,000/- per month
Essential Qualification	ü Post-Graduation in any Agriculture and Allied Subjects
Desirable	ü Preference will be given to the candidates with Ph.D. in relevant disciplines
Age	Above 35 Years
Experience	Candidates with Post Graduation should have five years of experience in the field of agriculture/ watersheds especially in documentation and report writing  (OR)  Candidates with Ph.D should have minimum of two years in the field of agriculture/ watersheds especially in documentation and report writing
Preference will be given to	ü Proficiency in MS Word/ Excel / Power Point ü Having relevant publications

Particulars	Remarks
Nature of Job	<ul style="list-style-type: none"> <li>○ Regular field visit to interact with watershed communities, FNGO staff, watershed officials at district and state level and M&amp;E partners of REWARD project areas</li> <li>○ Review of reports received from state departments and state M&amp;E partners</li> <li>○ Documenting the project experience in the states by interacting with state department officials and state M&amp;E partners</li> <li>○ Developing inventory of good practices and case studies related to M&amp;E</li> <li>○ Preparing monthly progress update of the REWARD project</li> <li>○ Any other tasks assigned by the reporting officer from time to time</li> </ul>
Email Id to submit filled in application along with relevant certificates	<u>Email id: <a href="mailto:kk.reddy@manage.gov.in">kk.reddy@manage.gov.in</a></u>

Note to Applicants:

1. Interested candidates may fill in the enclosed format and send their filled in application along with scanned certificates through email mentioned above.
2. Shortlisted candidates will only be called for interview and the date of interview will be communicated later.
3. Last date for submission of application: 31.05.2025.

Sd/-

(Dr. K Krishna Reddy)  
Director (ICT and NRM)

**PROFORMA (Annexure I)**

**APPLICATION FOR THE POST OF:** \_\_\_\_\_  
(On contractual Basis)

**Project: Name** \_\_\_\_\_

1. **Name in Block letters:** \_\_\_\_\_
2. **Father's / Husband's name:** \_\_\_\_\_
3. **Date of Birth & age:** \_\_\_\_\_; \_\_\_\_\_ years.
4. **Postal address for correspondence: Present & Permanent.**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Latest passport size  
photo

5. **Mobile no:** \_\_\_\_\_; **Aadhar No:** \_\_\_\_\_;  
**email:** \_\_\_\_\_

**6. Educational Qualifications:**

Sl. No	Qualifications	Year of passing	Board/ University	Marks (% /GPA)	Remarks (if any)
1.	Matriculation / SSC/10 <sup>th</sup>				
2.	Intermediate / HSC/10+2				
3.	Graduation				
4.	Post-Graduation				
5.	Ph.D.				

**7. Prior Experience (if any):**

Sl. No	Name of the Organization/ Institute	Post	From To	Drawn Salary	Remarks
1.					
2.					
3.					
4.					

**8. Additional Information which you would like to mention or Additional Sheet may be used**

**a. Additional Academic/ professional Qualifications:**

\_\_\_\_\_

**b. Training**

\_\_\_\_\_

**c. No. of Research Publications / reports / special projects:**

\_\_\_\_\_

**d. No. of Awards/ Scholarships/ Official Appreciations:**

\_\_\_\_\_

**e. Affiliation with professional bodies/ institutes/ Societies: \_\_\_\_\_**

**f. Any other information: \_\_\_\_\_**

**9. Whether belongs to SC/ST/OBC/OC/PH/Ex-servicemen (as per GoI norms) \_\_\_\_\_**

**SELF DECLARATION**

I \_\_\_\_\_, Son/ Daughter of \_\_\_\_\_ hereby declare that the information given above and in the enclosed documents is true to the best of my knowledge and belief and nothing has been concealed therein. I am well aware of the fact that if Information given by me is proven false/ not true, I will have to face the punishment as per the law. Also, all the benefits availed by me shall be summarily withdrawn and I may be terminated from the services without assigning any reasons.

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Place: \_\_\_\_\_

\_\_\_\_\_  
Signature of the Candidate