

**OFFICE OF THE ASSISTANT DIRECTOR OF TEXTILES, KORAPUT.**

Near special circuit house, Koraput

Phone No./Fax – 06852 – 250464, e-mail – [adtkpt@gmail.com](mailto:adtkpt@gmail.com)

No. 535 / Date 12.09.2019

**EXPRESSION OF INTERESTS FOR ENGAGEMENT OF  
PROJECT IMPLEMENTATION EXECUTIVE**

Expression of interests (EoIs) is invited for engagement of Project Implementation Executive (PIE) under the project “**PROJECT FOR DEVELOPMENT OF HANDLOOM SECTOR IN KORAPUT DISTRICT**” implemented by Assistant Director of Textiles, Koraput.

The PIE will be selected through a selection process by a committee. The details of eligibility criteria, broad Terms of Reference (ToR) is as under.

**1. Eligibility ;**

- The minimum qualification shall be Diploma/ Degree in Handloom/ Textile Technology from Govt. recognised Institutions.
- The age of the applicant must not be above 35 years as on 30.09.2019.
- Minimum 2 years working experience in Handloom Sector of Odisha.
- Knowledge in book keeping related to implementation of different projects in handloom sector.
- Knowledge in Computer application and able to handle computer work independently.

**2. Scope of Work :**

The PIE will be responsible for the following work :


- day to day supervision of the project
- co-ordination with different agencies for proper implementation
- touring different places in connection with the project implementation
- maintenance of all relevant records,
- documentation
- other work as may be entrusted in connection with the implementation of the project.
- head quarter of PIE will be fixed at Kotpad of Koraput dist.

3. The remuneration shall be of Rs. 25,000/- per month.

4. The engagement will be purely for a period of one year.

5. The PIE has to sign a MOU on terms & condition of his engagement and scope of work with the Implementing Agency duly executed on non-judicial paper of Rs. 12/- on any working day at Office of the Assistant Director of Textiles, Koraput.

6. The eligible candidate interested in rendering their services as PIE may submit informations in the enclosed proforma in sealed envelope/e-mail super-scribing the title "EoI for engagement of PIE in the **"PROJECT FOR DEVELOPMENT OF HANDLOOM SECTOR IN KORAPUT DISTRICT.**
7. The application must reach the Office of the Assistant Director of Textiles, Koraput in the address given above, within 15 days from the date of publication of this advertisement. In case, the 15<sup>th</sup> day falls on a Govt. holiday, the next working day will be considered as the last day.
8. The authority reserves the right to accept or reject any or all applications without assigning any reason thereof.

  
Assistant Director of Textiles  
Koraput

## PERSONAL BIO-DATA

Pass port size  
photograph

1. Name of the applicant :
2. Father;s/ Husband's name:
3. Sex (Male/Female) :
4. Marital status :
5. Date of Birth :
6. Present Address :
7. Permanent Address :
8. Contact Number : Mobile : Land phone :
9. e-mail address :
10. Educational Qualification :

Sl No	Examination passed	Name of Board/Institute	Year of passing	% secured	Remark
1					
2					
3					

11. Experience of working in handloom sector :

Sl No	Post held	Period	Nature of job	Emolument drawn

12. Knowledge in computer operation :

Place:

Date ;

**Signature**