

Terms of Reference for Gender and Indigenous Peoples Specialist

Assam Skill University Project

A. Background of the Project:

The Assam Skill University is being setup under External Aid Project (EAP) funded Asian Development Bank. The value of Project is \$140 Million (Rs.1,016.68 Cr) including the government share of 20%. The state government has allotted 250 bighas of land in Mangaldai for the Assam Skill University. The university has started its initial activities from city office at Guwahati and the construction work has started from the month of November last year at Mangaldai campus as well.

Project Management Unit (PMU) of Assam Skill University is responsible for day-to-day management of the Assam Skill University Project.

Name of the Post- Gender and Indigenous Peoples Specialist

Qualification:

- Essential- Master degree in Social Science.
- Desirable -Masters in Women Studies/ Tribal Studies/ Gender Studies.

Experience:

- Five years of experience of working in the field related to social safeguard / gender and indigenous people. Experience in any Externally Aided Projects is preferable.

Brief Job Description:

1. Work closely with civil team to ensure barrier free design of ASU for female and disadvantaged people. 2. Provide input to the Skill Managers to develop courses which would create more opportunities for female in ASU. 3. Monitor social safeguards arrangements at ASU site and to ensure social safeguards compliances are adhered as per norms. 4. Visit to ASU site. 5. Conduct regular stakeholder consultations at ASU site. 6. Conduct promotional and outreach programs for industries and prospective students. 7. Monitoring of smooth functioning of project Grievance Redressal Mechanism. 8. Recording and reporting of project grievances 9. Preparation of QPPR 11. Preparation of SSMR. 10. Designing of design Monitoring Framework (DMF).

Remuneration:

- The monthly remuneration would be Rs. 50,000- Rs.80,000/- per month depending on qualification, experience and competency of the candidate. In case the last drawn salary of the candidates is less than the minimum salary assigned for the position, a maximum of 30% hike on the last drawn salary may be considered.

Tenure / Duration:

- The contract will be initially for a period of **Eleven Months (11 months)** with a provision of further extension of **Eleven Months (11 months)** up to the end of the project subject to satisfactory performance.

Other Terms & Conditions-

- a. No TA/DA is payable for attending the personal interview/ Test.
- b. ASUP reserves the right to modify the required qualification/experience at any stage during the recruitment process depending on the number of applicants.
- c. In case, sufficient candidates with requisite experience in the field cited above are not available, ASUP may select candidates having lesser years of experience for appointment.
- d. Last Date of submission of application- **30th March 2024 up to 5.00 P.M.**
- e. The Candidates are advised to keep on visiting the website of the University for related updates including any corrigendum/addendum, date of test/ interview/ list of shortlisted candidates etc. Further, no information in respect of this advertisement shall be published in the newspaper.
- f. Any matters which are not specially mentioned in this advertisement will be decided by the Selection Committee.
- g. The Authority reserves the right to cancel/ postpone the advertisement without assigning any reason thereof.
- h. Completed application in prescribed form along with scanned copies of self-attached documents of qualification and experience should be emailed to **asup.recruitment@gmail.com** or hardcopies of the same may be submitted to-

**The Chief Executive Officer,
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