

Terms of Reference for Environment Specialist, Assam Skill University Project.

A. Background of the Project:

The Assam Skill University is being set up under Externally Aided Project (EAP) funded by Asian Development Bank. The value of the project is \$140 Million (Rs. 1,016.68nCr.) including the state government share 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 its construction work has started from the month of November, 2022 at Mangaldai campus as well.

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

Name of the Post- Environment Specialist.

Mode of Interview – Walk In Interview

Date: 22.06.2026

Minimum Education Qualification:

Masters in Environmental Science or Environmental Engineering

Experience:

7 years' experience working in similar role with atleast 3 years working in EAP projects

Responsibilities:

1. Ensure preparation, implementation and upgradation of environmental safeguard documents such as IEE, EMP.
2. Assist with preparing Semi-annual reports for the Asian Development Bank.
3. Carry-out regular site visits to conduct safeguard audits to ensure environmental safeguards and OHS requirements to be adhered by implementing agencies, contractors or other parties.
4. Implementation and monitoring of Green building compliances, sustainability assessments and practices along with monitoring KPI s for Building management systems.
5. Integrate climate change components to all skill courses and curriculum of Assam Skill University.
6. Coordination with the ADB Technical assistances provided to the project for (Environmental Industry, Climate Change Fund, Sustainable and Smart campus)
7. Prepare for and participate in ADB missions.
8. Any other task assigned by the PD

Remuneration

- Depending on the qualifications, experience, Competencies, recent remuneration, etc. Of the candidates, the consolidated the annual Cost to project (CTP) of the **Environment Specialist** will be determined and manually agreed upon with the successful candidate, which would be in the range between **Rs. 75000/-Rs. 90000/-** per month, depending upon the last drawn salary.
- In exceptional cases, if the last drawn salary is higher than the maximum salary assigned for the position, the CEO-ASUP may fix the salary with some hike based on the last drawn salary by such candidates.
- 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 will be considered.

Tenure/ Duration:

The contract will be initially for a period of Eleven month (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) Date and time of walk-in-interview- 22.06.2026,11.00 AM onwards

- d) Reporting time: All candidates shall report for document verification on or before 10.00 A.M. No candidate will be permitted to enter the venue after the stipulated time.
- e) The candidates are advised to keep on visiting the website of the University for related update 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.

**Chief Executive Officer
Assam Skill University Project**