



ZICORD-UNDP/SGP/OP5/Y5/STAR/CC/2016/MNPO2: Application for walk-in interview is invited for the post of Business Promoter for a project of Centre for Environment Education (CEE) the Host institution of UNDP/GEF –SGP Programme and Ministry of Environment, Forest and Climate Change (MoEF &CC), Government of India. Intending candidates are informed to apply in the prescribed **Application Form (Format enclosed)**. and submit the duly filled Application Form to : zicord.orgmanipur@gmail.com on or before 28th February 2017 during office hour or personally hand over to: ZICORD Network Office, Game village, Zone-III, Type A/40, MaryKom Boxing Academy Road, Imphal West, Manipur.

Recruitment process: Shortlisted candidates shall be taken to the project sites to have first hand information about the project on date and time notice . They shall be asked to present individual PPT on Marketing Plan of the Project on date and time notice. The Selection Committee shall take their decision for recommendation on the merit of individual presentation. The decision of the Committee shall be final. Canvassing in any form will lead to elimination of candidature.

1. Details of the post, role and responsibilities is summarised below.

Sl	Particular	Service criterial
1	Name of post	Business Promoter
2	Number of post	One
3	Type of employment	Contract
4	Educational qualification	BBA/MBA
5	Remuneration	(INR) 240,000 per annum
6	Duration of employment	12 months
7	Sustainability of employment	Self employment from project incomes
8	Driving licence	Having valid licence for 4-wheeler
9	Experience	Experience or dissertation in Marketing
9	Preference to	Candidate from low income family

2. Role and responsibilities:

Sl	Activities
1	To nurture Energy producer/SHGs in biofuel productions & stoves
2	To work in the project field for 60% of the project period
3	To make market plan for clean fuel and stoves.
4	To conduct research and testing of biofuel values
5	To promote social enterprise among biofuel producer/SHGs
6	To create awareness for behavioural change for clean fuel consumption
7	To create market, establish market outlets and distribution systems
8	Any other assigned by the Programme Coordinator

Sd/-
(Albert Zamkholal Milheim)
Secretary, ZICORD, Manipur.

APPLICATION FORM

Sl	Personal information	Required information
1	Name of candidate (In full)	
2	Age as on date	
3	Qualification	
4	Adhaar card No.	
5	Mail ID for Digital communication	
6	Educational career:	
	Name of High school	
	Name college	
	Name of university	(Attached certificate)
7	Work experience:	
	Marketing experience (If any)	(Attached copy of appointment letter)
	Dissertation on marketing (If any)	(Attached copy of certification of Guides)
8	Home address	
9	Family details:	
	Father/ Mother's name	
	No. of family members in service	
	Total family income (Annual)	
10	Declaration: Certified that the information given above are true to the best of my knowledge. I shall appear the interview on a friendly contest with other candidates and shall not involved in canvassing.	
	Name and signature of the Candidate :	
11	Date on which Application submitted :	