

**MOST URGENT**

No. 8(2)-14/2006-PT  
Government of India  
Ministry of Environment & Forests  
(National Tiger Conservation Authority)

Annexe No. 5, Bikaner House,  
Shahjahan Road, New Delhi-110011  
Telefax: 2338 4428  
E-mail: [dirpt-r@nic.in](mailto:dirpt-r@nic.in)

Dated February, 2007

To,

The Director (ENVIS)  
Ministry of Environment & Forests  
C.G.O. Complex,  
Lodhi Road, New Delhi-110003.

Sub: Biodiversity Conservation and Rural Livelihood Improvements Project –  
Requirement of Finance Officer.

Sir,

I am directed to say that this Ministry is in the process of formulation of above mentioned project to be implemented in seven selected States of the country. It is needless to mention that for such project, Finance Officer plays a crucial role. Therefore, to meet this requirement, services of an efficient Finance Officer is urgently needed on contractual basis. A brief note regarding job description is annexed. It is requested to kindly post this on the official website of the MoEF immediately so as to get the responses from interested ones by 2<sup>nd</sup> March, 2007 positively.

Yours faithfully,

(Ganga Singh)  
Joint Director (PT)

## **Biodiversity Conservation and Rural Livelihood Improvements Project – Requirement of Finance Officer**

### Job Requirement

All the matters pertaining to finance, accounts and auditing of the BCRLI Project like finance, accountancy and auditing of expenditures, preparation of reimbursement claims in respect of Project States as well as activities at national level and keeping tab over releases and expenditure. Auditing of account at national level and obtaining Audit Certificates of Project States, works relating to budget provisions dealing with World Bank meetings, mission's visit, workshops, training abroad, parliament questions, reports, returns etc. and any other work as assigned by Member Secretary (NTCA) / Joint Director concerned of the Project. The appointment is purely temporary on a contractual/ outsourcing basis at a fixed remuneration of Rs. 15,000/- per month.

Interested persons should send / submit their CVs through e-mail / speed post at the following address so as to reach the same to the National Tiger Conservation Authority Office by 2<sup>nd</sup> March, 2007 positively-

Address: Member Secretary,  
National Tiger Conservation Authority,  
Ministry of Environment & Forests,  
Annexe No. 5, Bikaner House,  
Shahjahan Road, New Delhi-110011.  
Telefax: 2338 4428

E-mail: [dirpt-r@nic.in](mailto:dirpt-r@nic.in)