PROJECT MANAGEMENT UNIT

UTTARAKHAND DISASTER PREPAREDNESS AND RESILIENCE PROJECT (UPREPARE)

5th Floor, USDMA Building ,36 IT Park, Sahastradhara Road, Dehradun, Uttarakhand, Pin: 248001

Email : **recruitmentuprepare@gmail.com**

Reference No: 516 **/U-PREPARE/HR/2024/79** **Date:** 05 / 11 /2026

UTTARAKHAND DISASTER PREPAREDNESS AND RESILIENCE PROJECT (U-PREPARE) (World Bank Assisted) invites applications from the suitable candidates for the various positions under **PMU & PIU**. For further details and application form please visit **www.u-prepare.com** and **www.usdma.uk.gov.in** from dated **06 November, 2026.** The engagement of services is purely on temporary basis for a period of 1 year (extendable). The last date of submission of application is **26 November, 2026 till 5:00 pm** through **speed post or by hand** on the above-mentioned address **or through E-mail (recruitmentuprepare@gmail.com)**. Applications received after the due date and time will not be accepted/entertained.

S.N.	Name of Post	No. of Post & Category	Type of Recruitment
FPIU-RWD (Project Implementation Unit – Field Rural Works Department)			
1	Environment Expert	01 (UR)	Contract
2	Social Expert	01 (UR)	Contract

5/11/2026.

ADDL. PROGRAM DIRECTOR, U-PREPARE

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Uttarakhand Disaster Preparedness & Resilience Project (U-PREPARE)

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Terms and Conditions:

- The engagement of services will be purely on temporary basis for a period of 1 year that may be further extended with increment as per projects policy and based on individual performance.
- **Experience gained after obtaining the minimum educational qualification prescribed for the post will be taken into consideration for ascertaining eligibility for the post.**
- That jurisdiction of courts at Dehradun shall have absolute jurisdiction. Parties shall not pursue the matter in any other courts.
- The competent authority reserves the right of any amendment, cancellation and changes to this advertisement as a whole or in part, without assigning any reason or giving notice.
- **The selection process will be based on academic/ professional qualifications, experience and may also include test of writing skills & interview as may be decided by the competent authority.**
- Number of posts can be varied as per the requirement of the project.
- After shortlisting, the candidates will be informed separately for interview, the shortlisted candidates shall be informed through only on the e-mail Id's provided by the candidates in their application form, candidates are advised to provide correct email address and regularly check their e-mails. Only shortlisted candidate shall be called for interview. The selection of the candidates shall be based on the interview. No TA/DA will be paid for attending the interview.
- The engagement under above does not confer any right/claim whatsoever either or implicitly for any regular appointment in U-PREPARE. After selection joining date will be given separately to the candidates.
- Separate applications are required to be submitted if the same candidate is applying for different units OR even for 2 different posts.
- **Interested candidate may apply on the prescribed application form along with CV and a latest passport size photograph with self-attested copies of all the certificates and testimonials.**
- **The candidate shall mark the name of the position & Unit (PMU/PIU) he/she is applying for in bold letters on the top of the envelope clearly. Please sent complete form in A4 Size Envelope only.**
- Interested candidates are advised to regularly visit the website **www.u-prepare.com** for any addendum (if there is any).
- The applications received after **deadline 26 November, 2026 till 5:00 pm** shall not be entertained.
- **How to apply:** Applications only on the prescribed form should be sent by SPEED POST **OR** by Hand **OR Email to the office** of the **PROGRAM DIRECTOR, U-PREPARE, 5th Floor, USDMA Building, 36 IT Park, Sahastradhara Road, Dehradun Pin -248001**.
- **Any one medium out of** (Speed Post/ By Hand/ Email) **for application submission** should be used by applicants.

Guidelines for submission of application form through Email:-

- Clear Subject Line: Use a descriptive subject line, including the post title and your name (e.g., "Application for [Post Title] - [Your Name]").
- **Attach Required Documents (Only scanned documents) : Ensure all necessary documents (e.g., resume, cover letter, and certificates) are scanned and attached in the single PDF file. (Try to avoid uploading heavy file).**
- As per the Instructions given to the candidates for filling up their Application Form, they are supposed to fill up their particulars carefully, and U-PREPARE will not be responsible for any mistake committed by the candidates in this regard. Application forms once submitted cannot be cancelled/ withdrawn. The Candidates may please note that no correspondence will be sent by post. Only e-mail information will be sent to the candidate for any further communication, if required.
- Fill Out the Form Completely: Provide all required information, and ensure all fields are completed accurately incomplete form and documents can cause the disqualification if the details are not facilitated accurately in the application form.
- Kindly upload only updated & concise resume along with the additional documents specified in the job posting or required/relevant for the application process.
- Ensure your application is submitted well before the specified deadline. PMU will not be responsible for any postal delays.
- Keep a copy of your application form and attachments for your records.

Sl	Name of Post	No of Post & Category	Remuneration per month	Qualification/Experience	Engagement type
Field Project Implementation Unit –Rural Works Department (FPIU-RWD)					
1	Environment Expert	01 (UR)	50,000/-	Master's in Environment Science/ Climate Change & Energy/ Earth Systems/Forestry or equivalent. **Experience:** At least 05 Years of related experience in Environment Protection and Conservation with Central Govt./State Govt./Public Sector Organizations/Externally Aided Project (EAP)/Multilateral Organizations/International NGOs/Reputed Corporate Organizations.	Contract
2	Social Expert	01 (UR)	50,000/-	Master's in Development Studies/Gender Studies/Sociology/ Social Work/ Anthropology or equivalent. **Experience:** At least 05 Years of related experience in implementation of social development programs and handling gender equality issues with Central Govt./State Govt./Public Sector Organizations/Externally Aided Project (EAP)/Multilateral Organizations/International NGOs/Reputed Corporate Organizations.	Contract

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