



**INSTITUTE FOR OCEAN MANAGEMENT**  
**ANNA UNIVERSITY: CHENNAI 600 025**

**RECRUITMENT FOR TEMPORARY STAFF ON CONTRACT BASIS**

Ref: Advertisement No.002/IOM/EIACP PC RP/Temporary Staff/2023 -2024, dated 27.02.2024

Applications are invited from eligible, interested, suitable candidates for the following temporary post on consolidated basis to work in the Project Scheme titled “**Environmental Information, Awareness, Capacity Building and Livelihood Programme – EIACP PC Resource Partner**” at Institute for Ocean Management, Anna University, Chennai – 25. The duration of the post is initially for 6 months, which is extendable based on project duration and performance of the candidate. The applicant should have the following qualification as given below:

Sl No	Name of the Post	Qualification and Experience	No. of Posts	Monthly Salary *	Age Limit
1	Programme Officer	<b>Essential Qualification:</b> <ul style="list-style-type: none"><li>M.E/M.Tech in Coastal Management/Environmental Engineering with 4 years experience</li></ul> <b>Desirable:</b> <ul style="list-style-type: none"><li>Ph.D (Coastal/Ocean Engineering/Water Resources/Environmental Engineering) with B.E. (Civil Engg.)</li></ul> <b>Role:</b> <ul style="list-style-type: none"><li>Planning and execution of Mission Life activities</li><li>Organizing of outreach activity for Environmental days</li><li>Quarterly/Annual Report Preparation</li><li>Coordination with Govt. Organization</li><li>Updation in Social Media</li></ul>	01	50,000/-	45 years
2	Information Officer	<b>Essential Qualification:</b> <ul style="list-style-type: none"><li>M.E./M.Tech in Coastal Management/Environmental Engineering/Hydrology and Water Resources with 3 years experience</li></ul> <b>Role:</b> <ul style="list-style-type: none"><li>EIACP Web portal updation</li><li>Conducting outreach activities</li><li>Coastal Newsletters designing and drafting</li><li>Administrative works like Bills and UC preparation</li></ul>	01	42,000/-	40 years
3	IT/GIS Officer	<b>Essential Qualification:</b> <ul style="list-style-type: none"><li>M.E/M.Tech in Computer Science/Coastal Management/Hydrology and Water Resources Engineering /M.Sc. (IT)/MCA with 3 years experience</li></ul> <b>Role:</b> <ul style="list-style-type: none"><li>Mobile App Development</li><li>Thematic map preparation using GIS</li><li>Spatial database collection and updation</li><li>Web portal updation</li></ul>	01	34,000/-	35 years
4	Data Entry Operator	<b>Essential Qualification:</b> <ul style="list-style-type: none"><li>B.E Environmental Engineering/Agricultural and Irrigation Engineering/ M.Sc Ocean Science and Technology/M.Sc Environmental Science</li></ul> <b>Role:</b> <ul style="list-style-type: none"><li>Data entry for web portal</li><li>Poster preparation for environmental days</li><li>Preparation of Video and PPT</li><li>MS office work</li></ul>	01	16,000/-	30 years

**\*Salary of each post may increase whenever the funding agency revised**

The duly filled application in the prescribed format along with copy of Degree/Provisional certificate and all other necessary certificates should be submitted to the following address in person/by post on or before 08.03.2024, 5.00 P.M (or) a soft copy of the same may be send to [dirocean@annauniv.edu](mailto:dirocean@annauniv.edu)

The Director,  
Institute for Ocean Management,  
Anna University,  
Chennai 600 025.

  
27/2/24  
**DIRECTOR / IOM**



**INSTITUTE FOR OCEAN MANAGEMENT  
ANNA UNIVERSITY: CHENNAI 600 025**

**APPLICATION FORM FOR THE POST OF TEMPORARY STAFF ON CONTRACT BASIS**

Ref: Advertisement No.002/IOM/EIACP PC RP/Temporary Staff/2024, dated 27.02.2024

Affix recently  
taken photo &  
self-attested  
by the  
applicant

**NAME OF THE POST:** \_\_\_\_\_

1.	Name of the Applicant (Block Letter with initials at the end)	
2.	Father's Name	
3.	Date of Birth & Age	
4.	Gender	Male / Female
5.	Telephone No. Landline/ Mobile	
6.	E-Mail ID	
7.	Address for Communication	

**8. Educational Qualification: (Attach copies of certificates)**

S.No	Qualification	Board/University/Institution	Year of Pass	CGPA Percentage
1				
2				
3				
4				

9. Experience: (Evidence of Documents are to be enclosed)

S.No	Name of the Firm/Institute	Designation	Period	Years of Experience
1				
2				
3				
4				

10. Computer and GIS proficiency:

**Declaration**

I declare that the information furnished above is true and correct to the best of my knowledge and belief and that no related information is concealed. If any discrepancy is found at any stage, my selection will be cancelled.

**Signature of the Applicant**

**Place:**

**Date:**

**Instructions to the Applicants:**

1. Recent photograph is to be affixed & self-attested in the Application.
2. All copies of certificates should be enclosed (School/College such as Transfer certificate, Mark Sheet, Degree Certificate, etc).
3. Copies of Address & Adhaar card proof are to be enclosed.
4. The original certificates are to be produced for verification at the time of Interview.
5. The date & time of interview will be informed through Mobile No. / E-Mail.
6. Application received after the last date of submission is summarily rejected.
7. Application with necessary certificates/ documents is to be sent The Director, Institute for Ocean Management, Anna University, Chennai – 600 025 in person/ by post(or) a soft copy of the application may be sent to [iomenvisrp@gmail.com](mailto:iomenvisrp@gmail.com)
8. Canvassing in form will disqualify the applicant(s).
9. The duly filled application in the prescribed format along with copy of Degree/Provisional certificate and all other necessary certificates should be submitted to the following address in person/by post on or before 08.03.2024, 5.00 P.M (or) a soft copy of the same may be send to [dirocean@annauniv.edu](mailto:dirocean@annauniv.edu)