

Institute of Environmental Studies and Wetland Management

Department of Environment, Govt. of West Bengal
DD – 24, Sector – I, Salt Lake City, Kolkata – 700064

Terms of Reference (ToR) for engagement of Project Assistant, for an Intrinsic Limnological study of the Santragachi Jheel – a Step towards Sustainability

Ref. No.: 227 - IESWM/4F-228/25-26(6/7)

Date: 22/09/2025

A. Background:

The Institute of Environmental Studies and Wetland Management (IESWM) is a Research Institute functioning under Department of Environment, Govt. of West Bengal and is carrying out various research works related to the Environment and Ecosystem.

B. Objective:

The Santragachhi Jheel is turning increasingly toxic and hence it is in poor condition for sustenance of the aquatic life. Thus, water quality analysis has become crucial so as to find out the major deviations from the national water quality criteria w.r.t. the physico-chemical parameters and also the microbiological analysis.

The study will help in taking the necessary measures towards restoration of this large water body which is a significant habitat for the migratory birds.

For achieving the objective, the incumbent shall be required to be associated in collection of samples from the designated sampling sites which will encompass the entire area of the lake, during the three seasons of the year.

C. ToR for engaging Project Assistant:

- a) Project Assistant will be required to go to the designated sampling sites for the collection of water samples, during the three different seasons
- b) Project Assistant shall help/assist in the sample preparation after the collection of the samples from the various sites.
- c) Project Assistant will be responsible for maintaining the laboratory equipments, glass wares and other accessories.
- d) Project Assistant should be ready to go to field for the collection of samples, for any project related activities and other research associated work.

D. Other Details:

- 1) Name of the Post: Project Assistant
- 2) No. of Post : 1
- 3) Tenure : 12 months
- 4) Remuneration: 15,000/- per month (Consolidated)
- 5) Age: Maximum 40 years as on 01/01/2025

E. Eligibility:

The Junior Research Fellow should have:

- a) B.Sc. degree with Chemistry/ Botany /Zoology, as one of the major subjects, from any recognized University.
- b) Desirable experience of one (1) year in the relevant field.

F. General Instructions:

- a) Application in plain paper, giving full bio-data (with contact phone no.) with a recent passport size photograph (pasted on application) along with self attested photocopy of all the testimonials, should be addressed to the Additional Director, IESWM, DD-24, Sector-I, Salt Lake City, Kolkata- 700064, and submitted within one hour prior to the time of interview.
- b) The envelope containing the application should bear the advertisement no. and duly marked, "*Application for the post of Project Assistant*".
- c) Application received after the due time, unsigned application or incomplete application in any form, will not be considered.
- d) Applicant will have to produce proof of details in original during the time of interview or as required.
- e) It may be noted that if at any stage, it is discovered that an attempt has been made by the applicant to willfully conceal/misrepresent the fact/s, his/her candidature will be summarily rejected or the engagement will be terminated, as the case may be.
- f) The said post is purely temporary and contractual in nature.
- g) This engagement will not confer you any claims, rights, interests or further claims for any job or further engagement/appointment in IESWM. IESWM has no obligation to extend the engagement period.
- h) This engagement can be terminated after issuance of a month's notice or making payment of a month's salary from either side. The termination in the manner prescribed does not cast any aspersion on the performance of the appointee.

- i) It is expected that the candidate will execute the work in a mission mode, so he/she may be required to work on Saturdays, Sundays, holidays and beyond office hours, if necessary. He/she should be ready to stay at the place(s) related to the work, within India, for the interest of the projects and of the Institute, as well.

Date and time of the interview: 19/11/2025 at 3.00 pm

Sd/-

Additional Director
IESWM