

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 the study of Ground Water Quality Assessment in and around the waste dump areas of EKW

Ref. No.: 222- IESWM/4E-228 /25-26 (617)

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 purpose of the assignment is primarily to assess the landfill hazard by examining the leachate characteristics and investigating the seasonal variation of the groundwater quality. Assessment of the spatial distribution of physicochemical parameters delineating the extent of groundwater pollution will also be carried out to identify the contamination levels and the suitability of the same for drinking and irrigation purpose.

In order to meet the objectives, the incumbent shall be required to be associated in the collection of the ground water samples from the selected area in different seasons i.e. pre-monsoon, monsoon and post-monsoon. The tube wells of different depths will also be selected for collection of water samples. Besides the ground water, leachate samples will also be collected for analysis of the chosen parameters.

C. ToR for engaging Project Assistant:

- a) Project Assistant will be required to go to the designated sampling sites in and around the waste dumps of the East Kolkata Wetlands (EKW) area for the collection of ground water and leachate samples, during the three 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 : 2
- 3) Tenure : 24 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


Additional Director
IESWM