

**PROJECT MANAGEMENT UNIT**  
**Uttarakhand Disaster Preparedness & Resilience Project (U-PREPARE)**  
5<sup>th</sup> Floor, USDMA Building, 36 IT Park, Sahasradhara Road, Dehradun, Uttarakhand, PIN: 248001  
Email – recruitmentuprep@ gmail.com

Reference No: 761 /U-PREPARE/HR/2024/79

Date: 10 / 02 / 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](http://www.u-prepare.com) and [www.usdma.uk.gov.in](http://www.usdma.uk.gov.in) from dated...11-02-2026. The engagement of services is purely on temporary basis for a period of 1 year (extendable). The last date of submission of application is 05-03-2026 till 5:00 pm through speed post or by hand on the above-mentioned address or through E-mail (recruitmentuprep@ gmail.com). Applications received after the due date and time will not be accepted/entertained.

**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.
- 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](http://www.u-prepare.com) for any addendum (if there is any).
- The applications received after deadline ...05-03-2026 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, Sahasradhara Road, Dehradun Pin -248001.

**Guidelines for submission of application form through Email:-**

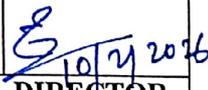
- Clear Subject Line: Use a descriptive subject line, including the post title and your name (e.g., "Application for [Post Title] - [Your Name]").
- Attach Required Documents: Ensure all necessary documents (e.g., resume, cover letter, and certificates) are attached in the single PDF file. (Try to avoid 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 is not 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.
- 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 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	Minimum remuneration per month	Qualification/Experience	Engagement type
<b>Project Management Unit (PMU)</b>					
1	Bio Engineering Expert	01 (UR)	90,000/-	<p>Master's in Environment Science / Forestry and Bachelor's in Civil Engineering or related field</p> <p><b>Experience:</b> At least 07 Years of related experience in nature based solution development with Central Govt./State Govt./ Public Sector Organizations/Externally Aided Project (EAP)/Multilateral Organizations/ International NGOs/Reputed Corporate Organizations.</p>	Contract
2	Monitoring & Evaluation Expert	01 (UR)	70,000/-	<p>Master's in Science or Engineering or Technology or Management or equivalent.</p> <p><b>Experience:</b> At least 07 Years of related experience in monitoring of project/program, impact assessments with Central Govt./State Govt./Public Sector Organizations/Externally Aided Project (EAP)/Multilateral Organizations/International NGOs/Reputed Corporate Organizations.</p>	Contract
3	Stenographer	01 (UR)	30,000/-	<p>Graduate in any discipline</p> <p>Knowledge of MS Office Tools, Shorthand 80 to 100 WPM in English, 80 WPM in Hindi. Typing speed minimum 5000 KDPH in English and 4000 KDPH in Hindi.</p> <p><b>Experience:</b> At least 03 Years of experience with Central Govt./State Govt./Public Sector Organizations /Externally Aided Project (EAP)/Multilateral Organizations/ International NGOs/ Reputed Corporate Organizations.</p>	Contract
4	Junior Assistant	01 (UR)	20,000/-	<p>Graduate in any discipline. Knowledge of MS Office Tools, Typing speed minimum 5000 KDPH in English and 4000 KDPH in Hindi.</p> <p><b>Experience:</b> At least 02 Years of related experience with Central Govt./State Govt./Public Sector Organizations/Externally Aided Project (EAP)/Multilateral Organizations/International NGOs/Reputed Corporate Organizations.</p>	Contract

Project Implementation Unit – Rural Works Department (PIU-RWD)					
5	Senior Manager (Civil)	01 (SC)	45,000/-	<p><b>Contract:</b> Diploma/Engineering Graduate in Civil or equivalent.</p> <p><b>Experience:</b> At least 07 Years (05 years for B.Tech. holders) of related experience in implementation of Civil Works with Central Govt./State Govt./Public Sector Organizations/ Externally Aided Project (EAP)/Multilateral Organizations/ International NGOs/Reputed Corporate Organizations.</p>	Retired/ Contract
6	Multi-Purpose Worker	01 (UR)	18,000/-	Intermediate and 01 years related work experience.	Contract
Project Implementation Unit – Field Rural Works Department (FPIU-RWD)					
7	Environment Expert	01 (UR)	50,000/-	<p><b>Master's</b> in Environment Science/ Climate Change &amp; Energy/ Earth Systems/Forestry or equivalent.</p> <p><b>Experience:</b> 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.</p>	Contract
Project Implementation Unit – Public Works Department (PIU-PWD)					
8	Junior Manager (Civil)	01 (SC)	35,000/-	<p><b>Deputation:</b> Not below the rank of Junior Engineer (Civil)</p> <p><b>Contract:</b> Diploma in Civil Engineering or equivalent.</p> <p><b>Experience:</b> At least 05 Years of related experience with Central Govt./State Govt./Public Sector Organizations/Externally Aided Project (EAP)/ Multilateral Organizations/ International NGOs/Reputed Corporate Organizations in bridge/Slope protection works.</p>	Deputation/ Contract

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9	Data Entry Operator	01(SC)	20,000/-	<p>Graduate in any discipline. Knowledge of MS Office Tools, Typing speed minimum 5000 KDPH in English and 4000 KDPH in Hindi.</p> <p><b>Experience:</b> At least 02 Years of related experience with Central Govt./State Govt./Public Sector Organizations/Externally Aided Project (EAP)/Multilateral Organizations/ International NGOs/ Reputed Corporate Organizations.</p>	Contract
<b>Project Implementation Unit – Field Public Works Department (FPIU-PWD)</b>					
10	Environment Expert	01 (UR)	50,000/-	<p>Master's in Environment Science/ Climate Change &amp; Energy/ Earth Systems/Forestry or equivalent.</p> <p><b>Experience:</b> 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.</p>	Contract
<b>Project Implementation Unit – Uttarakhand State Disaster Management Authority (PIU-USDMA)</b>					
11	Climate Change Adaptation Expert	01(UR)	80,000/-	<p>Masters in Climate Science/Environment Science or Equivalent.</p> <p><b>Experience:</b> At least 07 Years (05 years for PhD Candidates) of related experience in climate change, carbon mitigation, climate modeling, carbon sequestration, green Technology or related field with Central Govt./State Govt./Public Sector Organizations/ Externally Aided Project (EAP)/Multilateral Organizations/ International NGOs/Reputed Corporate Organizations</p>	Contract
12	IRS Expert	01(UR)	70,000/-	<p>Masters or PG in Science/Technology / Engineering/ Earth Sciences/ Atmospheric Science/ Environment Science/ Disaster Climate Risk or related field.</p> <p><b>Experience:</b> At least 07 Years of related experience in IT based Incident Response Management (IRS) with Central Govt./State Govt./Public Sector Organizations/Externally Aided Project (EAP)/Multilateral Organizations/International NGOs/Reputed Corporate Organizations.</p>	Contract

13	Procurement & Contract Management Expert	01(UR)	60,000/-	Bachelors in Engineering/Technology or Masters in any discipline.  <b>Experience:</b> At least 05 Years of related experience in contract management and procurement of works, goods and services with Central Govt./State Govt./Public Sector Organizations/Externally Aided Project (EAP)/Multilateral Organizations/International NGOs/Reputed Corporate Organizations.	Contract
14	Account Expert	01 (UR)	50,000/-	Bachelors in Commerce/ Accounts/ Finance or equivalent.  <b>Experience:</b> At least 05 Years of related experience of computerized accounting with Central Govt./State Govt./Public Sector Organizations/Externally Aided Project (EAP)/ Reputed Corporate Organizations.	Contract
15	Hazard Analyst (Civil)	01(UR)	40,000/-	Bachelor's in Technology/ Engineering in Civil Engineering or equivalent.  <b>Experience:</b> At least 03 Years of related experience in civil aspect of hazard identification, analysis, mitigation and prevention with Central Govt./State Govt./Public Sector Organizations/ Externally Aided Project (EAP)/Multilateral Organizations/ International NGOs/Reputed Corporate Organizations.	Contract
<b>Project Implementation Unit – Forest (PIU-Forest)</b>					
16	Forest Resource Management Expert	01 (SC)	60,000/-	Master's in Science or Engineering or Technology in Natural Resource Management/Forestry/ Environment Science/Climate Change or Equivalent.  <b>Experience:</b> At least 05 Years of related experience in Forest Resource Management with Central Govt./State Govt./Public Sector Organizations/ Externally Aided Project (EAP)/Multilateral Organizations/ International NGOs/Reputed Corporate Organizations.	Deputation / Contract
					 <b>PROGRAM DIRECTOR,</b> <b>U-PREPARE</b>