



**OFFICE OF THE
PROJECT MANAGEMENT UNIT
NAGALAND FOREST MANAGEMENT PROJECT
NAGALAND, KOHIMA**

(A non-profit society under Department of Environment, Forest and Climate Change)



Advertisement for Contractual Engagement

No.NFMP/Admin-Recruitment/2018/2(Pt.III)/3940

Dated Kohima, the 13th February 2024.

Nagaland Forest Management Project Society (NFMPs) – JICA assisted is inviting applications for engagement of one (1) personnel for the post of **IT Administrator** (PMU 11) under the Project Management Unit (PMU). Applications in prescribed format with all supporting documents may be submitted to the undersigned at the following address on or before February 29, 2024.

O/O the Project Management Unit
Nagaland Forest Management Project
Ground Floor, Forest Office Complex
Near Ministers' Hill Higher Secondary School
Agri Farm Colony, Nagaland : Kohima – 797001.

Applications may alternatively be submitted via email at om@nfmpjica.org.

Post : IT Administrator (PMU 11).
Remuneration : ₹35000/- per month.
Contract Period : Initially for 1 year (Extension based on performance and project requirement).
Educational Qualifications : Graduate in Computer Science/B.Tech Preferable.
Maximum Age : 40 Years.
Required Experience : Minimum 3 years of experience in similar position.

Job Description :

1. Desktop & Printer troubleshooting.
2. Networking.
3. Server Maintenance.

Desirable Skills

1. Must have working knowledge of Python & Database Management.
2. Web server.
3. Domain Server.
4. Cloud Computing.
5. Troubleshooting and communication skills.



(Vedpal Singh) IFS

Project Director (Monitoring, Evaluation & Implementation)
Nagaland Forest Management Project (NFMP)
Nagaland, Kohima.