

APPLICATIONS ARE INVITED TO THE POSTS OF LEGAL ASSISTANT, CONSERVATION BIOLOGIST, AND ECOTOURISM OFFICER

Nature of Job: Contract Basis

PTCF 001/2025

Dt. 25.01.2025

KERALA FOREST DEPARTMENT PERIYAR TIGER CONSERVATION FOUNDATION, THEKKADY

Applications are invited to the posts of Legal Assistant, Conservation Biologist and Ecotourism Officer in the Periyar Tiger Conservation Foundation on Contract basis. Candidates who possess specified qualification shall apply in the prescribed format, along with curriculum vitae and self-attested copy of certificates. Application shall be addressed to **The Secretary, Periyar Tiger Conservation Foundation, Periyar Tiger Reserve, Thekkady, Kumily (PO), Idukki District, Pin-685 509** and should be submitted either by post or directly to the office of The Secretary, Periyar Tiger Conservation Foundation on or before 12.02.2025 at 5.00 pm. The format of application is attached herewith.

The applications shall be screened and shortlisted by the authorities. Shortlisted candidates shall be invited for an interview. The selected candidates shall execute a bond with the Periyar Tiger Conservation foundation (PTCF) in agreement to the terms and conditions with respect to contract employment in PTCF.

KERALA FOREST AND WILDLIFE DEPARTMENT PERIYAR TIGER CONSERVATION FOUNDATION

PTCF 001/2025

Dt. 25.01.2025

Invites applications to the posts of Legal Assistant, Conservation Biologist and Ecotourism Officer in the Periyar Tiger Conservation Foundation on contract basis. For more details log on to www.periyartigerreserve.org, www.forest.kerala.gov.in. For further queries contact 85476 03113 (between 10.00 AM to 5.00 PM) or email to periyarfoundation@gmail.com. Last date of receipt of application is 12.02.2025, 5.00 PM. Applications should be submitted directly to office or by post.

LEGAL ASSISTANT

- Qualification** : L.L.B. from any recognized University in India.
: Enrolment as an Advocate.
: Proficiency in English and Computer Applications.
- Desirable** : L.L.M. or Experience in handling cases related to Forests, Wildlife and Environment.
- Experience** : Minimum 5 years active practice as Advocate.

Terms of Reference/Responsibilities:

- 1 Provide legal support and advice on matters related to Forests, Wildlife and Environment.
- 2 Drafting affidavits, statement of facts, contracts, agreements, MoUs etc.
- 3 Represent the Department in legal proceedings, Court hearings, and administrative processes as directed by the Department.
- 4 Liaise with external legal counsel, government agencies, and other stakeholders to address legal matters.
- 5 Conduct legal research and provide written briefs and reports on recent judgments, legislative updates and case precedents connected with Forest and Wildlife laws.
- 6 Provide training to Department staff on Acts and Rules, legal issues, compliance requirements, and procedural matters concerning Forest and Wildlife conservation.
- 7 Actively pursue, supervise and monitor (Court Case Monitoring System) the cases pertaining to Forest Department.
- 8 Perform other legal duties assigned by the Chief Wildlife Warden and Executive Director or Secretary of the Periyar Tiger Conservation Foundation.
- 9 The headquarters of Legal Assistant shall generally be at Forest Headquarters, Thiruvananthapuram.

CONSERVATION BIOLOGIST

- Qualification** : M.Sc. in Botany / Wildlife Science/ Zoology / Forestry/Conservation Biology
: Proficiency in Computer Applications
- Desirable** : Ph.D. in relevant field, publications in Peer Reviewed Journals
- Experience** : Three years of field experience in data collection analysis and result formulation in forest areas.

Terms of Reference/Responsibilities:

- 1 Develop research programmes and conduct ecological research & vegetation monitoring in Kerala

- 2 Monitor ecological impact including Sabarimala Pilgrimage, Ecotourism & leased out areas and management interventions in Kerala
- 3 Periodically review the ecotourism programmes in Kerala
- 4 Organize and conduct periodic surveys, census, population estimation of birds/butterflies, mammals and other species of interest and plant taxonomical studies.
- 5 Provide periodic training to the frontline staff in Wildlife management, ecology and Wildlife health monitoring and matters related to flora especially in monitoring vegetation.
- 6 Undertake consultancies to carry out research/ monitoring/ surveys in and outside protected areas of Kerala.
- 7 Provide technical input for streamlining the habitat management activities in Kerala.
- 8 Collate data, prepare reports and provide input for scientific management of forests in Kerala.
- 9 Give technical support to the Chief Wildlife Warden, Kerala and PTCF.
- 10 Develop programmes / projects and submit for funding to appropriate external agencies.
- 11 Any other duty assigned relevant to his/her field by the Chief Wildlife Warden and the Executive Director/ Secretary, PTCF.
- 12 The headquarters of Conservation Biologist, Thiruvananthapuram shall generally be at Forest Headquarters Thiruvananthapuram.

ECOTOURISM OFFICER

- Qualification** : Master's degree in Tourism Administration (M.T.A.)/ M.T.M. or M.B.A. with specialization in Tourism Management
- : Proficiency in Computer Applications
- Experience** : Experience in Tourism Management and knowledge in Developing/ Managing Ecotourism Packages/ Activities. Preference will be given to candidates having knowledge in Ecotourism in Forest areas and Participatory Forest Management

Terms of Reference/Responsibilities:

- 1 Manage and Coordinate all Ecotourism activities in PTR under the supervision of Park Management and Secretary, Periyar Tiger Conservation Foundation
- 2 Prepare protection-oriented, ecologically sustainable, socially acceptable and economically viable ecotourism products and extend technical support in their implementation

- 3 Conduct periodic review of ecotourism schemes for streamlining and improving the ecotourism products
- 4 Market Ecotourism products implemented in PTR
- 5 Train the Professional Group EDC members in sustainably conducting ecotourism programmes
- 6 Carry out feasibility studies, assess market and financial sustainability
- 7 Prepare periodic reports as required by the Management
- 8 Monitor the activities of ecotourism programmes, financial transactions from ecotourism programmes, accounting, etc.
- 9 Work in liaison with the Nature Education Officer
- 10 Maintain the ecotourism spots /tracks free of litter and ensure least ecological impact/disturbance
- 11 Develop innovative programmes to tap the ecotourism opportunities of Sabarimala Pilgrimage so as to benefit the dependent communities
- 12 Get the proposals financially vetted by the Economist
- 13 Collate data, prepare reports and give technical support to the Protected Area Management
- 14 Conduct of visitor surveys and conduct studies for improving the existing Eco Tourism Programmes
- 15 Any other duty related to the field, as assigned by the Executive Director/Secretary of the Foundation.

PERIYAR TIGER CONSERVATION FOUNDATION

PERIYAR TIGER RESERVE, THEKKADY - 685 509

**FORMAT FOR APPLYING THE POSTS OF LEGAL ASSISTANT, CONSERVATION
BIOLOGIST AND ECOTOURISM OFFICER**

Post applied for :

1. Name of the applicant :

2. Son/Daughter of :

3. Sex : Male/Female

4. Date of Birth :

5. Permanent Address :
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6. Address for Correspondence :
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7. Phone : Mobile : Email :

8. Marital status : Married/Unmarried

9. Nationality :

10. Educational Qualification :

Affix
Recent
Passport size
Photo
(Self-attested)

Examination passed	Board/University	Year of passing	Subjects	Percentage of marks scored
S.S.L.C.				
H.Sc./PUC/Plus2				
Degree				
Master degree				
M. Phil.				
Ph. D.				
Others				

11. Experiences :

12. Other qualifications :

13. Languages known :

14: References : (Name, Designation, Address, Phone/Mobile No., Email ID)

15. Attach separate sheets for any other information/ details, if necessary.

Declaration

I hereby declare that the entries in this format are true to the best of my knowledge and belief.

Date:

Signature