

**SOCIETY OF INTEGRATED COASTAL MANAGEMENT (SICOM)  
MINISTRY OF ENVIRONMENT AND FORESTS  
GOVERNMENT OF INDIA**

**Advertisement No. 6/2010 – SICOM**

Ministry of Environment and Forests is implementing World Bank assisted Integrated Coastal Zone Management (ICZM) project through the Society of Integrated Coastal Management (SICOM). SICOM is inviting applications for a post of Office Attendant (OA). The duties of OA of SICOM are to keep clean the conference hall, computer, and printer. The OA shall assist in photocopy, dispatch and office maintenance of SICOM. The project period is five years and the Office Attendant of SICOM will be selected based on co-terminus with the project. Selected OA will be paid Rs. 7,000 /- per month as consolidated payment. Eligibility of this OA post is minimum 8<sup>th</sup> standard pass with maximum age of 30 years as on 1<sup>st</sup> October 2010. Additional qualifications are experience in photocopy, dispatch, office assistance and office maintenance. Interested qualified persons may send applications through email / speed post mentioning advertisement number, post applied, name, address, educational qualification, experience, age, skills and language proficiency to the following address not later than 7 days from the date of advertisement.

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