



Join CIFOR-ICRAF and make a difference!

APPLICATIONS INVITED FOR

TREES OUTSIDE FORESTS (TOF) INFORMATION CENTER REPRESENTATIVES

The Center for International Forestry Research and World Agroforestry (CIFOR-ICRAF) is a world-class research institution that delivers actionable evidence and solutions to transform how land and renewable resources are used, and how food is produced. It evolved from the effective merger between CIFOR and ICRAF and has more than 65 years of combined expertise. CIFOR-ICRAF works in partnership with governments, academia, civil society, and private companies to deliver solutions to five major global challenges: deforestation and biodiversity loss, the climate crisis, unsustainable food systems, unsustainable supply and value chains, and extreme inequality.

TOF information center representatives (4 Nos.) with multilingual capabilities are required under the TOF information center facility developed under the Trees Outside Forests in India (TOFI) program. The TOFI program is a joint initiative by the United States Agency for International Development (USAID) and the Ministry of Environment, Forest, and Climate Change (MoEFCC), Govt of India, implemented by CIFOR-ICRAF.

Role of the representatives: The representative's primary duty involves answering calls routed through the TOF information center in their assigned language from the list mentioned below. Additionally, the representative will be tasked with responding to callers using pre-existing FAQs. If the caller's query is not covered in the FAQs, the representative shall be responsible for forwarding it to the designated expert. Once the expert supplies the answer, the representative will transmit it to the caller using the TOF Information Center System.

	Language skills in	Required Number of Candidates	Monthly Emoluments (INR)
TOF Information Center Representatives	Hindi, English & Assamese	1	25,000/- fixed per month
	English, Tamil & Telugu	2	25,000/- fixed per month
	Hindi, English & Odia	1	25,000/- fixed per month
	Total	4	

Minimum qualifications and skills for TOF Information Center representatives

- A Bachelor's degree or above in Science/Life Sciences or related disciplines.
- Proficient communication and interpersonal skills in the language corresponding to the candidate's application.
- The capability to analyze information swiftly and respond appropriately to various queries and situations.

Emolument

The salary for the Representatives will be consolidated INR 25,000/- Per Month. This emolument is as per the Young Professional-I (YP-I) category as per Govt. of India rules.

Workstation

The representatives will be based at the TOF Information Center Complex being established at ICFRE-Forest Research Institute (FRI), Dehradun.

Application process

Those interested in the advertised positions should send their updated CV to v.walia@cifor-icraf.org; r.prasad@cifor-icraf.org on or before the mentioned deadline. Candidate needs to mention the language applied for.

- The application deadline is March 31, 2024.
- We will acknowledge all applications but will only contact short-listed candidates.

CIFOR-ICRAF reserves the right to modify the number of positions, and locations, or cancel the hiring as necessary, without any prior notice.

CIFOR-ICRAF promotes Gender Diversity – Applications from women professionals are encouraged.

CIFOR-ICRAF is an equal opportunity employer. It fosters a multicultural work environment that values gender equality, teamwork, and respect for diversity.

