

**DEPARTMENT OF SCHOOL EDUCATION  
GOVERNMENT OF PUNJAB**

**The Project Management Unit (PMU) of the World Bank financed  
Punjab Outcomes-Acceleration in School Education (POISE)**

Terms of Reference for hiring  
**Environment Safeguards Specialist**

**1. Basic Details:**

- Duty Station: Mohali, Department of School Education (DoSE), Mohali, Punjab.
- Language Required: English, Hindi. Punjabi preferred.
- Date of Commencement: To be notified at the time of selection.
- Duration of Contract: Three years (renewable subject to satisfactory performance and/or validity of the project).

**2. Background:**

The Government of Punjab (GoP) has prioritized education as a key area for development with an aim to build an inclusive and quality education system for all. There are more than 2.5 million students enrolled in more than 19,000 government schools. The Department of School Education (DoSE), GoP, is preparing the Punjab Outcomes-Acceleration in School Education (POISE) operation to be implemented with assistance from the World Bank, with a Program-for-Results (PforR) financing instrument. The program is a subset of the government program for school education in Punjab Vision 2047. The Program Development Objective (PDO) is to improve the school education outcomes and strengthen the school education system management in Punjab.

The program has four results areas:

**Result area 1: Improved foundational learning skills at pre-primary and primary levels.**

**Result area 2: Improved teacher effectiveness.**

**Result area 3: Improved school-to-higher education and work transition.**

**Result area 4: Decentralized and user-centric system of school management.**

The DoSE intends to hire one (1) Environment Safeguards Specialist to assess project risks, evaluate designs to protect ecosystems, and implement safeguard plans. S/he will ensure compliance with regulations, manage activities based on assessments like the Environment and Social Safeguards Assessment (ESSA), engage stakeholders for

transparency, support capacity-building, and conduct field visits for effective risk management, summarizing outcomes in reports.

### **3. Objectives and Scope:**

The Environment Safeguards Specialist will be expected to do the following tasks:

- Develop and implement environmental safeguard plans, management frameworks, and monitoring protocols in accordance with project guidelines; and ensure compliance with environmental regulations
- Coordinating environmental management activities as per Environmental and Social Systems Assessment (ESSA) of all activities supported under POISE, including organizing workshops and stakeholder consultations
- Support and coordinate capacity-building activities towards environmental management as identified in ESSA across agencies/ directorates.
- Provide operational support on environmental risk management including undertaking regular operational field visits to assist district, block, and field staff in identifying environmental risks, planning mitigation measures, support towards implementation, reviewing environmental risk management documentation, monitoring, and reporting to ensure that environmental issues are adequately addressed and that program in compliance with the environmental Safeguards policies/ ESSA core principles.
- Facilitate stakeholder consultations and community engagement activities to solicit feedback, address concerns, and promote transparency in decision-making.
- Prepare and update summary reports on environmental safeguards activities.
- Any other relevant task assigned by the Project Director from time to time.

### **4. Reporting and review:**

The Environment Safeguards Specialist will report to the Projector Director and work under his/her direct supervision on a day-to-day basis.

### **5. Educational Qualifications and Experience:**

This position requires dynamic, experienced, and analytical professionals with demonstrated experience in managing work with programmatic interventions related to improving school education outcomes. The following are the minimum requirements for applying for this position:

**Mandatory:**

- Graduate degree or equivalent in engineering, environmental science, or any relevant discipline.
- Minimum 7 years of professional experience relevant to the position.

**The following qualifications and experiences over and above the mandatory criteria will be provided extra marks:**

- Post Graduate Degree or above in the discipline relevant to the position.
- Ability to read, write, and speak in Punjabi.
- Experience of working with the government.
- Additional relevant professional experience above the required mandatory criteria.
- Conducted environmental assessments and surveys to identify potential environmental risks, hazards, and impacts associated with project activities.
- Evaluated project designs, site selections, and construction plans to minimize adverse effects on natural resources, ecosystems, and biodiversity.

**6. Skills Required:**

- Strong knowledge of environmental principles, regulations, and best practices related to environmental impact assessment, mitigation, and management.
- Familiarity with environmental safeguard policies, guidelines, and procedures applicable to infrastructure projects and development initiatives.
- Proficient in environmental assessment tools, and data analysis techniques for evaluating environmental impacts and conducting risk assessments.
- Excellent communication, negotiation, and interpersonal skills for engaging with diverse stakeholders, fostering dialogue, and building consensus on environmental issues.
- Ability to analyze complex environmental problems, identify innovative solutions, and implement effective strategies to address environmental challenges.
- Capability to use the internet for any secondary research.
- Excellent computer skills in MS-Office: Word, Excel and PPT.
- Fluency in spoken and written English and Hindi. Punjabi is preferred.

## **7. Remuneration:**

The remuneration for the incumbent would be commensurate with respect to the qualifications and experience. Travel/other expenses if any will be paid as per policy guidelines. The Environment Safeguards Specialist will be located at the DoSE office in Mohali, Punjab during the contracted period. The position may require some travel including to district/blocks and local levels within the state of Punjab, as per project requirements.

## **8. Application Procedure:**

For standardisation purposes, candidates will fill in the required information only in the blank MS Word document which will be provided on the website [ssapunjab.org](http://ssapunjab.org). After filling in the required details, the candidate will print the form, sign it, scan it, and convert it into a PDF document. In addition to this, the candidate will share their updated CV. The final document, along with the CV, should be emailed to [hr.poise@punjab.gov.in](mailto:hr.poise@punjab.gov.in).

No Physical applications will be entertained.

**Candidates who meet the above criteria will be shortlisted and invited for a personal interview.**