

Meghalaya Biodiversity Board
Government of Meghalaya
Silviculture Building, Lower Lachumiere
Shillong - 793001

No.SBB.114/NLC/12,243

Dated Shillong, the 5th February, 2026

NOTICE INVITING APPLICATIONS FOR ENGAGEMENT ON CONTRACT BASIS

Meghalaya Biodiversity Board invites applications for engagement on contract basis to following positions:

1.	Junior Research Fellow (JRF) (2 No.): Post Graduate (PG) Degree in Science/ Graduate Degree in Professional Course, with NET/equivalent National examination qualification or Post Graduate Degree in Professional Course. Emoluments: 37,000/- per month + 10% HRA
2.	Field Assistant (2 No.): Post Graduate (PG) Degree in Basic Sciences/Environmental Science. Emoluments: 20,000/- per month + 10% HRA

A Detailed Notice can be downloaded from website of the Forest and Environment Department, Government of Meghalaya (<https://megforest.gov.in/>) and Meghalaya Biodiversity Board (<https://megbiodiversity.nic.in/>). Interested candidates may submit scanned copy of the application in the pdf format in the Format given in the afore-mentioned Detailed Notice along with a copy of certificates in support of the educational qualification and work experience through email at nlc.meghalaya.india@gmail.com on or before 18th February, 2026.

Sd/-

(S.M. Swami, IFS)
Member Secretary
Meghalaya Biodiversity Board.

Meghalaya Biodiversity Board
Government of Meghalaya
Silviculture Building, Lower Lachumiere, Shillong 793001

No.SBB.114/NLC/12,243

Dated Shillong, the 5th February, 2026

DETAILED NOTICE INVITING APPLICATIONS FOR ENGAGEMENT ON CONTRACT BASIS

Meghalaya Biodiversity Board invites applications for engagement on contract basis to the positions under the projects given below:

A. Junior Research Fellow (JRF)

1.	Designation	Junior Research Fellow (JRF)
2.	Number of positions	Two (02)
3.	Essential Qualifications	Post Graduate (PG) Degree in Life/Basic Sciences, Environmental Science with NET qualification or any other National level examinations conducted by Central Government Departments and their agencies and institutions as DST, DBT, DAE, DCS, DRDO OR Graduate Degree in Professional Course with NET qualification OR Post Graduate Degree in Professional Course with minimum one year of research/field experience and good knowledge of MS Word, MS Excel and Should be fluent in English.
4.	Desirable Qualifications	(i) Adequate knowledge of local languages (Khasi/Garo). (ii) Working knowledge of GPS/GIS tools.
5.	Emoluments	37,000/- per month + 10% HRA
6.	Brief Description of Duties and Functions	The JRF will assist in monitoring and overseeing the NLC project execution; Conduct Training cum awareness/sensitization programs. Prepare IEC materials, NLC Models and knowledge product development. Duty requires extensive field work. Providing research support; monitor the progress of key deliverables; documentation including progress reports, preparation of annual work plans; Collation of key project results, best practices; Provide technical support on issues related to forest, biodiversity, local institutions, sustainable development and finance as required. Any other task as assigned by concerned authority.

7.	Place(s) of Engagement	Meghalaya Biodiversity Board, Shillong and Nature Learning Centre at Meghalaya Biological Park, Umtrew, Meghalaya. The selected candidates will however be required to travel extensively to various places in the State.
8.	Duration of Engagement	Initially for Twelve (12) months. The period of engagement may be extended for a further period of six months at a time by competent authority subject to satisfactory performance. After satisfactory completion of two years, JRF may be upgraded to SRF.
9.	Age of the applicant	Shall not be more than 37 years as on 01.01.2026.

B. Field Assistants

1.	Designation	Field Assistants
2.	Number of positions	Two (02)
3.	Essential Qualifications	Post Graduate (PG) Degree in the field Ecology/ Agriculture/ Horticulture/ Allied subject/ Life science/Basic Sciences from a recognized University. Computer Literacy with adequate knowledge of MS Word, MS Excel. Should be fluent in English and in local languages: Khasi/ Garo.
4.	Desirable Qualifications	Past experience in Biodiversity survey & documentation or Nature Conservation.
5.	Emoluments	20,000/- per month + 10% HRA
6.	Brief Description of Duties and Functions	(i) Survey, documentation, assessment and evaluation of Biodiversity and other Natural resources. (ii) Preparation of detailed description and map/geo-coordinates of each survey site.
7.	Place(s) of Engagement	Meghalaya Biodiversity Board, Shillong and Nature Learning Centre at Meghalaya Biological Park, Umtrew, Meghalaya. The selected candidates will however be required to travel extensively to various places in the State.
8.	Duration of Engagement	Twelve (12) months. The period of engagement may be extended for six months at a time by competent authority subject to satisfactory performance.
9.	Age of the applicant	Shall not be more than 32 years as on 01.01.2026.

General Conditions:

1. Engagement shall be purely on contract basis. The Member Secretary reserves the right to terminate the engagement at any time without any prior notice and without assigning any reason thereof.
2. A scanned copy of the application in a Format specified in **Annexure-I** in non-editable PDF format along with a copy of certificates in support of the educational qualification and work experience shall be emailed at nlc.meghalaya.india@gmail.com on or before **11.59 PM on 18th February, 2026. All such emails shall be sent under the subject "Application for engagement on contract basis to the positions under project implemented by Meghalaya Biodiversity Board".**
3. A candidate may submit application for engagement to the both positions. A candidates can however be selected under only one position, for which he/she is found to be most suitable.
4. The selection of a candidate will be based on his/her performance in the interview to be conducted by an Interview Committee to be constituted by the PCCF & HoFF, Meghalaya in the order of merit as decided by the Interview Committee.
5. In case applications are received from a large number of candidates, Meghalaya Biodiversity Board may shortlist the candidates for the interview on the basis of a written examination consisting of multiple-choice questions. **The written examination will contain questions covering General Knowledge of the Meghalaya and India, General Science, Basic Mathematics, Biology and Basic Computer Knowledge.** List of candidates who meet the essential qualifications specified in this Notice along with the date, time and venue of the written examination will be placed on website of the Forests and Environment Department, Government of Meghalaya (<http://megforest.gov.in>) and Meghalaya Biodiversity Board (<https://megbiodiversity.nic.in/>). The same will also be communicated to all such candidates through email and mobile number given in the application.
6. The list of candidates shortlisted for the interview along with the schedule for the interview will be placed on website of the Forests and Environment Department, Government of Meghalaya (<http://megforest.gov.in>) and Meghalaya Biodiversity Board (<https://megbiodiversity.nic.in/>). The same will also be communicated to all the shortlisted candidates through email and mobile number specified in the application.
7. The candidates shortlisted for the interview shall, along with their original copy of the application submitted through email and the certificates in original in support of their educational qualification and work experience, report for the interview at the time, date and venue communicated to them.
8. At the time of verification of original documents, if it is found that an attempt has been made by the applicant to willfully conceal, misrepresent or canvass the facts, his/her candidature will not be considered.
9. Decision of the Interview Committee in all matters relating to the eligibility and work experience of a candidate will be final and binding on the candidates and no enquiry or Correspondences will be entertained from any individual in this regard.

10. The Member Secretary, Meghalaya Biodiversity Board shall reserve the right to reject candidature of any applicant in view of incomplete information provided by the candidate in the application or for any other reason.
11. The list of candidates selected for each position along with candidates kept in waiting list will be displayed on website of the Forests and Environment Department, Government of Meghalaya (<http://megforest.gov.in>) and Meghalaya Biodiversity Board (<https://megbiodiversity.nic.in/>). The successful candidate will be informed through email at the email ID given in their application to join the position. In case a candidate fails to join the position within 15 (fifteen) days from the date given in such communication, the position will be offered to the next candidate in the order of merit decided by the Interview Committee without making any further correspondence with such defaulting candidate.
12. Depending upon the availability of funds and actual work requirements or for any other reason, the Member Secretary, Meghalaya Biodiversity Board reserves the right to increase or decrease the number of positions.
13. No Travelling Allowance (TA) or Daily Allowance (DA) or any other amount of whatsoever nature will be payable to the candidates for attending the interview.

Sd/-

(S.M. Swami, IFS)
Member Secretary
Meghalaya Biodiversity Board
(Email: secretarymbb@gmail.com)

**APPLICATION FORM FOR ENGAGEMENT ON CONTRACT BASIS TO THE
POSITIONS UNDER PROJECTS IMPLEMENTED BY MEGHALAYA
BIODIVERSITY BOARD**

Affix
passport size
photograph

1. Name of the position for which the application has been made

Sl. No	Position

2. Personal information

(b)	Name of the applicant	
(c)	Current designation (if any)	
(d)	Current emoluments (if any)	
(e)	Father's / Mother's/ Spouse's name	
(f)	Date of birth	
(g)	Contact details (Address, E-mail ID, phone number, whatsapp number)	

3. Educational qualifications (from 10+2 Onwards)

Degree / Diploma	Name of the Institution/ University	Passing year	Grade**/ Division	% of marks	Main subjects

** Please provide grade equivalence to percentage of marks, if any.

(please attach additional sheets), if required)

4. Details of Past Experience

SI No.	Name of Institute / Organization / Department	Designation	Period		Nature of duty (Roles and responsibilities held by Last applicant)	Last emoluments drawn (Rs. / month)	Copy of experience Certificate enclosed (yes/no)
			From	To			

(please attach additional sheets), if required)

5. Details of Publications (attach list as Annexure)

SI No.	Category	Number
1.	Peer-reviewed Papers	
2.	Technical / Research Reports	

3.	Books/Manuals	
4.	Others (pl. specify)	

6. Details of experience of working in projects relating to the biodiversity, forestry and Nature conservation

Sl. No.	Name of Projects	Period		Agency/ Institute/ Organization/ Department in-charge of the Project
		From	To	

(please attach additional sheets), if required)

7. Any other relevant information:

Declaration by the Applicant

I do hereby declare that all the particulars stated hereinabove and enclosures are true to the best of my knowledge and belief.

(Signature of Applicant)

Place:

Date:

List of Enclosures:

- 1.

- 2.

- 3.

- 4.

- 5.

- 6.