

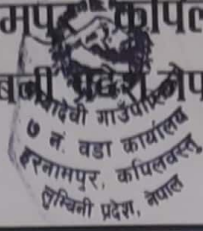


मायादेवी गाउँपालिका

७ नं. वडा कार्यालय

हरनामपुर कपिलवस्तु

(लुम्बिनी प्रदेश, नेपाल)



पत्र संख्या :- २०८१/०८२

चलानी नम्बर :- ३८९

Email:-harnampur777@gmail.com

मिति : २०८१/०८/२३

श्री जो जस संग सम्बन्ध राख्छ ।

विषय : सिफारिस सम्बन्धमा ।

प्रस्तुत विषयका सम्बन्धमा जिल्ला कपिलवस्तु मायादेवी गाउँपालिका वडा नं.७ वस्ने श्री देवीदीन कुर्मीको नाती राम विनोग कुर्मीको छोरा विरेन्द्र प्रसाद चौधरीको निवेदन माग बमोजिम ब्यहोरा बुझ्द निजले मायादेवी गाउँपालिकाको वडा नं.१ देखि ८ सम्म फिल्ड गई पशु पन्क्षी चित्तिसा सम्बन्धि २०७६ साल देखि हाल सम्म काम गर्दै आइरेहेको ब्यहोरा सिफारिस साथ अनुरोध छ ।

७८१/१०

२०८१/०८/२३

जनार्दन प्रसाद चौधरी

वडा अध्यक्ष

जनार्दन प्रसाद चौधरी
वडा अध्यक्ष



7. Leave: As per the policy

Sick Leave: - 12 days in a year (1 day / month). If you take sick leave for a period of more than 7 days, you have to submit the proof of approved doctor.

Casual Leave: - 6 days in a year. Verbal approval has to be obtained in advance to take leave or have to submit a leave application to the concerned officer the day after taking leave.

Annual Leave: - 18 days in a year (1.5 days / month). This leave must be used with prior approval.

Maternity and paternity Leave: - For woman 90 days

Funeral leave: - 15 days.

Employees of this organization will be able to take leave on the next day instead of working on the day off.

During the working period, we need to require comfort and convenience. However, leave is a privilege, not a right.

8. Termination

It is the intention of both parties to form a long and mutually relationship. However, this relationship may be terminated by either party at any time written notice is delivered to the other party as per HR policy of Organization.

9. Non-Competition and Confidentiality

As an Employee, you will have access to confidential information that is the property of the Employer. You are not permitted to disclose this information outside of the Organization.

During your time of Employment with the Employer, you may not engage in any work for another Employer that is related to or in competition with the Organization. You will fully disclose to your Employer any other Employment relationships that you have, and you will be permitted to seek other employment provided that (a.) it does not detract from your ability to fulfil your duties, and (b.) you are not assisting another organization in competing with the employer.

10. Entirety

This contract represents the entire agreement between the two parties and supersedes any previous written or oral agreement. This agreement may be modified at any time, provided the written consent of both the Employer and the Employee.

11. Legal Authorization

The Employee agree that he or she is fully authorized to work in Nepal and can provide proof of this with legal documentation. This documentation will be obtained by the Employer for legal records.



Employment Contract

This contract, dated on the 1st of April in the year 2024, is made between Lumbini Integrated Development Organization and Mr. Birendra Prasad Chaudhary of Mayadevi Rural Municipality - 07, Kapilvastu. This document constitutes an employment agreement between these two parties and is governed by the laws of Organization.

WHEREAS the Employer desires to retain the services of the Employee, and the Employee desires to render such services, these terms and conditions are set forth.

IN CONSIDERATION of this mutual understanding, the parties agree to the following terms and conditions:

1. Employment

The Employee agrees that he/she will faithfully and to the best of their ability to carry out the duties and responsibilities communicated to them by the Employer. The Employee shall comply with all Organization policies, rules and procedures at all times.

2. Position

As a Veterinary Technician (VIT), it is the duty of the Employee to perform all essential job functions and duties. From time to time, the Employer may also add other duties within the reasonable scope of the Employee's work.

3. Compensation

As compensation for the services provided, the Employee shall be paid a basic salary of Rs. 25,264.00 /per Month and will be subject to an annual performance review. All payments shall be subject to mandatory employment deductions (Government Taxes, Social Security).

4. Benefits

The Employee has the right to participate in any benefits plans offered by the Employer. The employer currently offers PF, Gratuity, Festival Allowance, Communication and Fuel.

5. Probationary Period

It is understood that the first 1st April to 30th June 2024 of employment constitutes a probationary period. During this time, the Employer also exercises the right to terminate employment at any time without advanced notice.

6. Working Hours: Your work schedule is as follows:

Weekdays	Office Opening time	Month
Sunday to Thursday	10:00 am to 5:00 pm	Falgun to Kartik
Friday	10:00 am to 3:00 pm	
Sunday to Thursday	10:00 am to 4:00 pm	Mangsir to Magh
Friday	10:00 am to 3:00 pm	

12. Severability

The parties agree that if any portion of this contract is found to be void or unenforceable, it shall be struck from the record and the remaining provisions will retain their full force and effect.

13. Jurisdiction

This contract shall be governed, interpreted, and construed in accordance with the laws of Nepal Government.

In witness and agreement whereof, the Employer has executed this contract with due process through the authorization of official Organization agents and with the consent of the Employee, given here in writing.

Employee Signature



Employee Name: Birendra Prasad Chaudhary

Date: 1st April 2024

Organization Official Signature

Authorized Person: Sunita Belbase

Date: 1st April 2024





Lumbini Integrated Development Organization
LIDO-Kapilvastu



Job Title: Veterinary Technician (VJT)

Reports to: Project Officer - Agriculture

Working Area: Mayadevi RM 5 & Suddodhan RM 6, Kapilvastu

Position Description

The **Veterinary Technician (JT)** will lead in the implementation related to the livelihood component (Livestock) under the **Promoting Resilience of Poor and Vulnerable Communities** project at the community level. S/he will spend most of his/her time in the Community especially with Right holders who were received livestock and taking part in every process of the in field-level activities.

Major responsibilities

- Support project officer in overseeing interventions to ensure effective and timely implementation
- Work with Right holders to build their capacity in the sector of climate-resilient livestock farming practices etc.
- Work closely with Right holders in identifying the problems, support requirement and document the activity.
- Facilitate in the distribution of livestock and ensure the insurance of the livestock.
- Manage Group discussion, and orientation for the activities as per the project objective and monthly action plan
- Organize and provide raising awareness activities, and information sessions on climate change adaptation
- Facilitating better access to credit, liaise with financial institutions.
- Link Right holders with Financial Institutions and other service providers
- Regular monitoring of livestock right holders biweekly to ensure the health of distributed livestock through suggestions or medication as applicable.
- Timely update the pass book (record book) of individual livestock right holders to ensure the facility being provided and production record of supported livestock.
- Additional duties and responsibilities as requested by the Line manager

Child and adult safeguarding

- Highly accept to safeguarding policy
- Implement the project activities in line with child protection and safeguarding policies at the community level
- Assist MEAL officer to ensure that child protection and safeguarding cases in the targeted project area is reported, referred, and followed up

Qualification, Knowledge and skill:

- Intermediate in veterinary science with two years of work experience in the community.
- Good communication skills and ability to communicate in the local language
- Ability to work in high-pressure environments
- Skills in planning and capacity building of Farmers groups
- Basic understanding of Situation Analysis of Local Producers and Market Opportunities.

Accepted and agreed by:

Birendra Prasad Chaudhary

Veterinary Technician (VJT)

Signature: 

Date: 1st April 2024

On the behalf of LIDO.

Sunita Belbase

Executive Director

Signature: 

Date: 1st April 2024

