

ADVERTISEMENT

**(Engagement of Consultants and Project Associates Purely on contractual/
Project Basis)**

National Productivity Council (NPC) invites application from the Indian Citizen for working as Consultants (3 No) and Project Associates (6 No).

1. Consultants: Applications for engagement of a person as Consultant for the project of study for examining the reasons of High Drop-out Rates among Children of all Minority Communities, Ministry of Minority Affairs, GOI

Total No. of person required: Three (3)

Qualification: First Division in Masters Degree in Social Science/
Masters in Social Work (MSW) and allied subjects.

Preferable: PhD

Preference will be given to the candidates willing to undertake travel extensively and having work experience in project management.

Experience: with relevant experience of more than 10 years.

Remuneration: The remuneration shall be Rs. 40,000/- per month (all inclusive). However for undertaking tour & visits at site/ location applicable TA/DA or board & lodging expenses shall be provided as per NPC rules.

Method of Selection: Candidates shall be shortlisted on the basis of qualification and experience. Thereafter, these shortlisted candidates only shall be called for Interview.

Period of contract: The consultants shall be engaged for three month duration only. However, the period may be extended as per requirement of assignment based on the review of performance.

Job Profile: Coordination and execution of the project, monitoring of survey works, documentation of study findings, preparation of draft reports of the study.

2. Project Associates: Applications for engagement of a person as Project associate for the project of study for examining the reasons of High Drop-out Rates among Children of all Minority Communities, Ministry of Minority Affairs, GOI

Persons required: Six (6)

Qualification: First Division in Masters Degree in Social Science/ Masters in Social Work (MSW) and allied subjects

Preferable: PhD

Preference will be given to the candidates willing to undertake travel extensively and having work experience in project management.

Remuneration: The remuneration shall be Rs. 25000/- per month (all inclusive). However for undertaking tour & visits at site/ location applicable TA/DA or board & lodging expenses shall be provided as per NPC rules.

Method of Selection: Candidates shall be shortlisted on the basis of qualification and experience. Thereafter, these shortlisted candidates only shall be called for Interview.

Period of contract: The project associate shall be engaged initially for three months duration only. However, the period may be extended as per requirement of assignment based on the review of performance.

Job Profile: Undertaking sample surveys in various districts all over India, Data entry, Data analysis, assisting in documentation and Draft report preparation

Note: No TA/DA will be provided for attending the interview/joining, irrespective of selection.

Interested candidates may apply by submitting their details as per prescribed format attached Annexure A&B as per the applicability of the position latest by Jan 10, 2018, **17:00** Hrs., addressed to: Director & Group Head (Agribusiness), National Productivity Council, Lodhi Road, New Delhi–110003. The application can also be forwarded through email to rachana.shalini@npcindia.gov.in

General Terms & Conditions

1. The engagement shall be purely on contractual/project basis and initially will be valid for a period of three months, which may be extended for a further period of work requirement & upon assessment of the performance and subject to approval of competent authority.
2. Applicants are requested to ensure their eligibility before applying.
3. Selected candidate will have no right to demand for any regularization of his/her services at NPC under any circumstances.
4. Applicant(s) should forward their application along with a recently clicked passport size photograph duly pasted.
5. The candidate selected will be required to work at National Productivity Council, New Delhi, and/or its Regional Directorates.
6. No TA/DA will be paid for attending the Interview.
7. The NPC reserves the right to cancel this selection process without assigning any notice/reasons thereof. The above engagement is purely on contractual/temporary basis and the candidates shall have no right whatsoever to claim for any permanent job subsequently in the NPC.
8. The NPC shall reserve the right not to engage any person against advertisement without assigning any reason. No correspondence shall be entertained in this regards.

Annexure-A

**APPLICATION FORMAT FOR ENGAGEMENT OF CONSULTANT ON
CONTRACTUAL /PROJECT BASIS**

1. Position applied for :
2. Name (in block letters):
3. Nationality:
4. Date of Birth:
5. Whether belonging to SC/ST/OBC/Ex-Serviceman/General
6. Postal address:
 - a. Telephone No.
 - b. Mobile No. (if any)
 - c. E-mail ID:

Please affix your recently clicked
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7. Educational Qualifications:

S.No.	Name of Institute / University	Year of Passing	Subjects	Percentage of Marks	Specialization

8. Any other Professional qualification:
9. Knowledge of Computer(Provide details):
10. Details of Employment in chronological order (enclose a separate sheet, duly authenticated by your signature, if the space is insufficient)

Organization / Institution	Post Held	Period of Service		Scale of Pay and Basic Pay	Brief Description of Duties & Projects Assignments
		From	To		

11. If retired employee of Govt./Semi Govt. Organizations:

- i. Office from which retired
- ii. Date of joining services
- iii. Date of retirement
- iv. Post last held
- v. Last pay drawn

12. Additional information, if any, which you would like to mention in support of your suitability for the post (this may include other information) with regard to the following:

- (i) Additional academic qualification
- (ii) Professional training

13. The candidates may also indicate information with regard to

- (i) Research publications and reports and special projects
- (ii) Awards/Scholarship/Official Appreciation
- (iii) Affiliation with the professional bodies/institutions/societies and
- (iv) Any other information

14. I solemnly declare that the above information is correct and complete to the best of my knowledge and nothing has been willfully concealed / distorted. If at any time, I am found to have concealed/distorted any material information. I fully understand that my engagement shall be liable to be summarily terminated without any notice or compensation.

Place:

Date:

(Signature of applicant)

Annexure-B

**APPLICATION FORMAT FOR ENGAGEMENT OF PROJECT ASSOCIATE ON
CONTRACTUAL /PROJECT BASIS**

1. Position applied for
2. Name (in block letters)
3. Nationality
4. Date of Birth
5. Postal address
 - a. Telephone No.
 - b. Mobile No. (if any)
 - c. E-mail ID
6. Whether belonging to SC/ST/OBC/Ex-Serviceman/General
7. Educational Qualifications (10th onwards)

Please
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clicked

S.No.	Name of Institute / University	Year of Passing	Subjects	Percentage of Marks	Specialization

8. Any other Professional qualification (Provide details):
9. Knowledge of Computer (Provides details):
10. Details of experience in relevant field in chronological order:

Organization / Institution	Position Held	Experience		Total Remuneration	Brief Description of Duties & Projects Assignments
		From	To		

11. Additional information, if any, which you would like to mention in support of your suitability for the post (this may include other information) with regard to the following:

- (i) Additional academic qualification
- (ii) Professional training and

12. The candidates may also indicate information with regard to

- (i) Research publications and reports and special projects
- (ii) Awards/Scholarship/Official Appreciation
- (iii) Affiliation with the professional bodies/institutions/societies and
- (iv) Any other information's

13. I solemnly declare that the above information is correct and complete to the best of my knowledge and nothing has been willfully concealed / distorted. If at any time, I am found to have concealed/distorted any material information. I fully understand that my engagement shall be liable to be summarily terminated without any notice or compensation.

Place:

Date:

(Signature of applicant)