

# **NATIONAL PRODUCTIVITY COUNCIL**

(Under Department of Industrial Policy & Promotion, Ministry of Commerce & Industry, Govt. of India)

## **ROLLING ADVERTISEMENT FOR EMPANELMENT OF CONSULTANTS, EXPERTS & TRAINERS**

National Productivity Council (NPC) is an apex organization to generate productivity awareness and consciousness across the country. It mentors and supports organizations to improve their triple bottom line – economic, environmental and social outputs and outcomes, through generation and application of advanced knowledge. NPC provides unrivalled holistic solutions for improving productivity and competitiveness **through a slew of services viz. consultancy, training for capacity building, action research, Evaluation Studies etc.** customized to suit the client's needs.

In order to scale-up its operations and ensure effective delivery of its services, the organization wants to engage external consultants, domain experts, & acclaimed trainers. These persons are empanelled through a rigorous selection process. At present the organization is looking to enrol and empanel the professionals who will be offered contractual engagement on project/program basis depending upon the requirement by its divisions: (i) Economics Services (ii) Energy Management (iii) Environment Management (iv) Technology Management (v) Industrial Engineering (vi) Agribusiness Division (vii) Information Technology (viii) Human Resource Management (ix) Productivity Awareness (x) Finance Division (xi) Employee Development & Legal Cell

The candidate is expected to be flexible to move to any location of the country based on the requirement of the project/program. However, he is free to choose from the list of our offices for smooth coordination (i) Delhi (ii) Chandigarh (iii) Kanpur (iv) Guwahati (v) Patna (vi) Jaipur (vii) Gandhinagar (viii) Bhubaneswar (ix) Bangalore (x) Hyderabad (xi) Chennai (xii) Mumbai (xiii) Kolkata

### **ELIGIBILITY CRITERIA**

The experts with the following qualification may apply:

1. Post Graduate/Doctorate in related Management discipline with minimum 5 years of relevant experience
2. Post Graduate/Doctorate in related Engineering discipline with 5 years of relevant experience OR Graduate in related Engineering discipline with minimum 10 years of relevant experience.
3. Post Graduate/Doctorate in Mass Communication/Journalism with 5 years of relevant experience OR Graduate in Mass Communication/Journalism with minimum 10 years of relevant experience.
4. LLM with 5 years of relevant experience OR LLB with minimum 10 years of relevant experience.
5. Post Graduate/Doctorate/CA in Finance discipline with minimum 5 years of relevant experience or Graduate in Finance with 10 years of relevant experience.
6. Registered member of ICAI having minimum 5 years experience with expert knowledge on Tax Matters like Goods & Service Tax (GST), C&AG Panel. GST Compliance with Tally, etc.
7. Post Graduate/Doctorate in Economics/Applied Economics discipline with minimum 5 years of relevant experience.
8. Ex-Servicemen from the Armed Forces in the rank of at least Major or equivalent rank, retired civil servants equivalent to Under Secretary or above to the Government of India or Deputy Secretary and above in the State/UT Government in the age group of 50-65 years

9. Trainers having Masters Degree in any discipline with minimum 5 years of relevant experience respectively. The applicant with exposure in Vigilance Awareness, Preventive Vigilance Practices, RTI, Reservation Rules, Tendering, Procurement, Contracting, etc., shall be preferred.

## **TERMS & CONDITIONS**

1. All the applications shall be screened for qualification and completeness. Complete applications shall be sorted and shortlisted for calling suitable candidates for interview. Not all applicants will be called for interview.
2. Selection of the candidates shall be made on the basis of interviews taken by a selection committee. Only short listed candidates shall be invited for the interview.
3. The Applicant will be offered a contractual engagement on project/program basis as per availability and as per mutually agreed terms and conditions.
4. No documents need to be attached to the application. Documents shall be verified at the time of interview, if required.
5. Any incomplete application shall be summarily rejected.
6. Any false statement in the application shall be taken extremely seriously and will liable applicant to rejection and legal action.
7. This is **NOT** an offer for permanent employment in NPC and is purely a contractual engagement on project/program basis on mutually agreed terms and conditions.
8. The engagement **DOES NOT** confirm any right to the engaged consultant/expert/trainer to any position or job in NPC or any other wing of the Government on any preference in employment after the tenure of engagement or anytime in future.
9. NPC reserves its right **NOT TO ENGAGE** any consultant/expert/trainer in response to the advertisement and this is only an invitation to apply for engagement. NPC shall not be liable for any action taken by any person in response to this Rolling Advertisement.
10. The selected candidate is expected to maintain highest standards of behaviour and show politeness in dealings with NPC or its client's officials during or after the termination of the engagement with NPC.
11. The candidate will undertake & execute the assigned tasks with all sincerity and as per communicated timelines. The failure in commitments and duty by the candidate will be viewed seriously and his engagement/empanelment will be terminated and **NO FURTHER PROJECT/PROGRAM ENGAGEMENTS WILL BE OFFERED.**
12. After the culmination of tenure of project/program engagement, if the engaged consultant/expert/trainer is found to be involved in demeaning the brand/image of NPC, a legal action will be taken against him and he will be blacklisted from offering his services to NPC and it will be displayed on NPC website.
13. The candidate will carry his own laptop to undertake the assigned tasks whereas other facilities like internet, printing, etc. will be provided while working at NPC premises.
14. The applicants are advised to provide e-mail address for communication of interview call and selection & no communication will be made by post, the candidates are advised to regularly check the provided email as well as NPC website.
15. The candidate should be willing to work at any location as the projects/programs are based on client specific locations.

## **HOW TO APPLY:**

1. The Applicants fulfilling eligibility criteria may submit their complete details in prescribed **Online Application for Empanelment of Consultant, Expert & Trainer** that is available on NPC Website.
2. The last date to submit the Application is on or before January 31/July 31. Any application received after the referred date shall be considered in the next phase.