

NATIONAL PRODUCTIVITY COUNCIL

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

ADVERTISEMENT NO. HQ/HRM/S03/2017-18 DATED 03.08.2018

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 personals 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 following disciplines:

1. Agri-business Services (AB)
2. Economics Services (ES)
3. Energy Management (EM)
4. Environment Management (EM)
5. Finance (F)
6. HR, Employee Development & Legal (ED)
7. Human Resource Management (HRM)
8. Industrial Engineering (IE)
9. Information Technology (IT)
10. Productivity Awareness (PA)
11. Technology Management (TM)
12. Training Services (TRG).

You may further refer to the areas of operations of the above disciplines at NPC Website under 'COMPETENCIES' except for F, ED, PA, and TRG which are internal divisions.

The incumbent 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 Regional Directorates for smooth coordination viz., (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. The detailed address of each NPC Office is available at NPC Website under 'OFFICES'.

ELIGIBILITY CRITERIA

The experts with the following qualification may apply for the indicative disciplines with broadly identified skill sets, as mentioned under:

S. No.	Criteria	Skill Set	Applicable Discipline
1	Post Graduate/Doctorate in related Management discipline with minimum 5 years of relevant experience OR LLM with 5 years of relevant experience OR LLB with minimum 10 years of relevant experience.	Please refer List of Competencies Required below: S. No.1 to 4	ES, F, ED, HRM, TRG
2	Post Graduate/Doctorate in Mechanical / Industrial / Electrical / Instrumentation / Computers Engineering / Architecture / related discipline with 5 years of relevant experience OR Graduate in Mechanical / Industrial / Electrical / Instrumentation / Computers Engineering / Architecture / related discipline with minimum 10 years of relevant experience.	Please refer List of Competencies Required below: S. No.5 to 20	EM, EN, IE, IT, TM
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.	Please refer List of Competencies Required below: S. No.21 to 22	PA, ES
4	Post Graduate/Doctorate in Economics / Applied Economics with minimum 5 years of relevant experience.	Please refer List of Competencies Required below: S. No. 22 to 26	ES
5	Ex-Servicemen from the Armed Forces in the rank of at least Major or equivalent rank, OR Retired civil servants equivalent to Under Secretary or above in rank to the Government of India OR Retired officials from Govt/Autonomous body of Under Secretary and above in rank to the State/UT Government (Age :Below 70 years)	Please refer List of Competencies Required below: S. No.26 & 27	ES
6	Post Graduate/Doctorate in Agriculture & Allied discipline such as Dairy, Food, Oil Technologist, etc. with minimum 5 years of relevant experience.	Please refer List of Competencies Required below: S. No. 27	AB
7	Post Graduate/Doctorate/CA/ICWA in Finance discipline with minimum 5 years of relevant experience or Graduate in Finance with 10 years of relevant experience.	Please refer List of Competencies Required below: S. No. 28 to 29	F, ED
8	Trainers having Masters Degree in any discipline with minimum 5 years of relevant experience respectively.	Please refer List of Competencies Required below: S. No.30	HRM, TRG
9	Retired Officials from Govt/Autonomous body worked as Under Secretary/Deputy Secretary or above to the Government of India in the State/UT and having experience in Monitoring & Evaluation of Govt. Schemes (Age :Below 70 years)	Please refer List of Competencies Required below: S. No. 27	

LIST OF COMPETENCIES REQUIRED

1. Contracts, Procurement, Establishment, Reservation Rules, Recruitment, Competency Mapping
2. Organization Theory and Design (in depth assessments of institutional quality dynamics and their measurement, facilitation of restructuring organizational systems and architectures for better outcomes across sectors and industrial units)
3. International Trade and Patents assessments (to identify trends, market dynamics, brand building support for industrial clusters and Indian products on strategic issues as well as technology supplies)
4. Law, Constitution Expertise and Contracts (facilitating analysis of SPVs and PPPs and various contractual designs in cluster development and value chains facilitation, besides strengthening our contributions to strengthening institutional dynamics and public administration processes towards enhancing productivity as well as capacity building in environmental laws and provisions including facilitating NGT etc)
5. GIS Mapping and Modeling (for regional planning and development services)
6. Big Data analytics (addressing Socio – economic and environmental databases and addressing evolution and performance on sustainable Development Goals and the related indicators)
7. Technology Assessment and Forecasting (focus on Clean Technologies)
8. Product Design, Machine Design and Mechatronics (to facilitate engagement in establishing centers of excellence and clusters on machine design for various sectors)
9. Quality Control And Testing (addressing various infrastructure components as being sought to be evaluated in MIIUS project and potential engagements in AMRUT or others)
10. Engineering Design (capabilities in designing environmental management and control systems and operationalising them – ETPs / CETPs/Landfills/ APCDs etc or engagement in evaluation and adequacy studies across sectors)
11. E-Governance (the need for strengthening IT frameworks and governance models related support from NPC in Environmental and all disciplines in the governance architecture of the country)
12. Ecological footprint and Environmental Modeling and Life Cycle Analysis (Towards addressing issues on limits to growth and assessing life cycles of products as well as identifying and enabling eco-friendly products manufacturing in India)
13. Artificial Intelligence and robotics (to help facilitate the centre of excellence in Industry 4.0 and potential technological interventions in industrial units/sectors/clusters)
14. Various Industrial Sector experts (this is across disciplines to strengthen integrated functioning by all departments be it for chemicals, paper, automobile, ordnance and defence, railways, highways, ports, power (renewable / non renewable), food processing, leather, and so on)
15. Risk Analysis and Modeling (industrial hazards, disaster management domains and response etc, and scenario analysis, sensitivity analysis etc)
16. Strategic Management, Restructuring and M&As (facilitation of technology collaborations and clean / lean technology transfers etc.)
17. Expertise in wide range of softwares (environmental modeling, sound and vibration modeling, Structural Engineering related softwares example ANSYS, STAAD Pro and several others as reflected in weblink below, besides suitable softwares applicable to other fields / disciplines of NPC)
18. Architecture, regional planning including assessing and developing Master Plans, and analysing vast varieties of Building materials etc.
19. Project management domain including vast number of softwares pertaining to the same (including MS Project, ERP, and beyond such as SaaS and Cloud based computing and management systems)
20. Data mining skills, statistical analysis and Probability science domains etc.

21. Proof Reading, Article Writing, Social Media, Deigning and Publishing
22. Research Methods and Research Design (to help engage in advanced research in environmental management / sustainable development areas and NPCs various disciplines, as well as facilitating research initiatives of various Ministries and departments)
23. Econometrics and Quantitative Economics (addressing the spectrum of fields including environmental and ecological resource accounting, resource scarcity valuation and distribution aspects)
24. Domain of Sociology, Human Geography etc. (for Social Impact Assessments and Displacement and Rehabilitation studies)
25. Development Studies / Area studies (regional and country specific studies and participation in SAARC projects as well as assessments of various regional agreements such as EU, ASEAN and implications to India and adaptation of appropriate practices and initiatives to associate with trans boundary dynamics and institutional arrangements)
26. Policy analysis and Monitoring & Evaluation of Govt. Schemes (an area of intense engagement in decision science and socio-economic assessments to facilitate decision making and engaging in concurrent monitoring and evaluation of a vast range of schemes / projects / programmes, and further impact assessments based on results based management and productivity integration in M&E efforts),
27. Monitoring & Evaluation, Data Analysis & preparation of reports, Inspection/Audit of warehouse under WDRA, FBO Audit under FSSAI, Lead Auditor-HACCP, ISO 9001/22000
28. Taxation, Accounts, Audit, Goods & Service Tax (GST), C&AG Panel. GST Compliance with Tally, etc.
29. Financial Analytics and Financial Engineering (to especially analyse the various kinds of contractual arrangements including auctions, offsets and others and cost – benefit analysis ; input – output analysis and assessing realistic cash flows and ROIs of projects and DPRs and engagement in DPR developments as well for Smart Cities / Inter-regional dynamics / rural development domains and implications on investments and sustainable growth)
30. Vigilance Awareness, Preventive Vigilance Practices, RTI, Reservation Rules, Tendering, Procurement, Contracting, etc.,

YOU CAN APPLY AFTER ACCEPTING THE FOLLOWING TERMS & CONDITIONS OF EMPANELMENT

1. All the applications shall be screened for qualification and completeness. Complete applications shall be sorted and shortlisted for calling suitable candidates for interview. All the applicants may not be called for interview.
2. Selection of the candidates shall be made on the basis of interviews taken by a selection committee.
3. The selected 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/information provided in the application shall be taken extremely seriously and will liable applicant to rejection and legal action.
7. This empanelment is **NOT** an offer for engagement and the engagement does not confer upon any right of permanent employment in NPC and shall be purely a contractual engagement on project/program basis on mutually agreed terms and conditions.

8. The engagement, if any, **DOES NOT** confer 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/empanelment.
10. The selected candidate is expected to maintain highest standards of behaviour, decorum and show politeness in dealing with NPC or its clients/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:

The Applicants fulfilling eligibility criteria may submit their complete details in prescribed **Online Application Form** for Empanelment of Consultant, Expert & Trainer, that is available on NPC Website.