



**National Productivity Council**  
**Under DPIIT, Ministry of Commerce & Industry, Government of India 5-6**  
**Institutional Area, Lodhi Road, New Delhi -**  
**110003**  
**Advertisement No. NPC/Admin/114/May /2026**  
**Dated 08.05.2026**  
**Engagement of persons on contract**

National Productivity Council (NPC) is an autonomous body under DPIIT, Ministry of Commerce & Industry, GOI and promotes productivity consciousness in the country for sustainable socio-economic development by productivity promotion and dissemination through consultancy, research, and training activities in different sectors of economy.

NPC, Head Quarter (HQ), New Delhi invites applications from suitable person(s) for various posts, as detailed below, purely on contractual basis for its various offices.

Post Code	Functional role	Eligibility criteria	Work responsibilities	Others
Consl/01	Consultant	<p><b>Qualification:</b> Graduate in any discipline from a Government recognized university/institution relevant to the work requirement defined by NPC for the purpose.</p> <p>Minimum 6 years of relevant experience.</p> <p>Prior experience in handling government-led programs, international collaborations, or institutional projects is desirable.</p> <p>Exposure to program coordination, stakeholder engagement, event management, and administrative processes in a professional or public sector environment.</p>	<ul style="list-style-type: none"><li>• <b>Coordinate Multi-Country Programs:</b> Facilitate participation of Indian delegates in international programs, including liaison and end-to-end coordination.</li><li>• <b>Manage Travel &amp; Logistics:</b> Oversee ticket bookings, travel schedules, and airfare reimbursements for seamless participant movement.</li><li>• <b>Support High-Level Events:</b> Lead preparatory coordination for international meetings, workshops, and governing body sessions with senior officials and global stakeholders.</li></ul>	<p><b>Type of Engagement:</b> Contractual</p> <p><b>Place of Deployment:</b> NPC (HQ), New Delhi (International Service Group-HQ)</p> <p><b>Number of person required:</b> 01</p> <p><b>Contract Period:</b> 1 Year</p> <p><b>Remuneration :</b>Rs. 75,000/-Per Month</p>

		<p><b>Desirable:</b></p> <ul style="list-style-type: none"><li>• Experience in international or multi-country program management.</li><li>• Familiarity with travel coordination, logistics planning, and vendor handling.</li><li>• Exposure to organizing high-level meetings, workshops, or official events.</li><li>• Working knowledge of financial processes, billing, and reimbursements.</li><li>• Proficiency in digital platforms/portals for data management and reporting</li></ul>	<ul style="list-style-type: none"><li>• <b>Handle Financial Processes:</b> Ensure accurate and timely processing of bills and financial transactions.</li><li>• <b>Streamline Digital Operations:</b> Manage participant applications and data through online portals, ensuring efficiency and accuracy.</li></ul>	
--	--	---	--	--

### **Terms& Conditions:**

- The engagement shall be purely on a contract basis and will not confer any right for regular appointment in NPC or in its associated organizations. The contractual person shall not be entitled to any benefits / compensation/ absorption /regularization of service in the National Productivity Council. The contractual person shall not claim any benefit/compensation/absorption/ regularization of service with NPC under the provision of Industrial Disputes Act, 1947 or Contract Labour (Regulation and Abolition) Act, 1970.
- **Working Hours, Travelling and Daily Allowance, Leave etc.**  
The contractual person shall be governed as per applicable provisions of NPC for this assignment.
- **General Conditions**
  - In case the performance of the contractual person is not satisfactory, or she/he fails to perform/carry out the functions entrusted or otherwise, or she/he is found in-disciplined or wanting, NPC may terminate the contract at any time without giving any notice and also without assigning any reason thereof.
  - The contractual person shall be required to produce original documents and certificates in support of her/his age, qualification and experience at the time of joining failing which her/his offer of engagement shall stand withdrawn.
  - NPC reserves the right to cancel or withdraw this advertisement at any time without assigning any reason whatsoever.

Application can be submitted by sending application as per **Annex-AF** along-with self-attested copy of all requisite documents and latest photo via email to [npc036902@gmail.com](mailto:npc036902@gmail.com) on or before **22/05/2026 by 3:00 pm**.

---

---

**Application for engagement as contractual person in NPC**

<b>Name</b>	
<b>Mother's/Father's/Husband's Name</b>	
<b>Date of Birth</b> (Self-attested copy of proof of date of birth to be enclosed)	
<b>Address for Correspondence</b>	
<b>Permanent Address</b>	
<b>AADHAR No.</b> (Self-attested copy to be enclosed)	
<b>Contact No./Nos.</b>	
<b>Email ID</b>	
<b>Post applied for</b>	
<b>Educational/Technical Qualification(s)</b> (Documents should be self-attested as true copy)	
<b>Details of experience to be attached in proforma appended as "APPENDIX"</b>	<b>Duly filled proforma "APPENDIX" is attached.</b>
<b>Date of retirement and name of the office where the officer was last working. Enclose the copy of PPO. (In case of retired person)</b>	
<b>Any other relevant information (use a separate sheet, if necessary)</b>	

The information furnished above is true to the best of my knowledge and belief. I have carefully read the terms and conditions mentioned in the advertisement done by NPC and they are acceptable by me. I certify that no disciplinary proceedings are pending against me, as on date. I also state that I have disclosed all material facts.

Date:

**Signature of the Applicant**

**DETAILS OF EXPERIENCE**

<b>Period (Starting from the last)</b>	<b>Name of Office/Organization</b>	<b>Post, Remuneration or Pay Band with Grade Pay, if applicable</b>	<b>Description of duties performed</b>

**Name/Signature**