

**National Productivity Council  
(DPIIT, Ministry of Commerce & Industry, Govt. of India)**

**HIRING OF PROJECT ASSOCIATE ON CONTRACT BASIS**

National Productivity Council (NPC) is national level organization to promote productivity culture in India. Established by the Ministry of Industry, Government of India in 1958, it is an autonomous, multipartite, non-profit organization with equal representation from employers' & workers' organizations and Government, apart from technical & professional institutions and other interests. NPC is a constituent of the Tokyo-based Asian Productivity Organization (APO), an Inter-Governmental Body, of which the Government of India is one of the founder members.

1. HRM Group of NPC takes up consultancy /training assignments from Government/ PSUs/Private clients across the country in the field of HRM. The projects are mainly related to the following areas:
  - i Strategy & Organizational Planning/ Restructuring, Risk Management
  - ii Manpower Audit, Review & Assessment
  - iii HR Information System (HRIS) or HR Analytics
  - iv HR Policy, Process & Systems Design
  - v Competency Mapping
  - vi Succession Planning
  - vii Performance Management system- PLIS, PLBS etc. and Motivation Strategy
  - viii Employee engagement/satisfaction survey and management
  - ix HR Statutory Compliances and Audit
  - x Training and Development in contemporary as well as conventional topics
  
2. To cater to the emerging trends, NPC in association with Asian Productivity Organization (APO) has established "Centre of Excellence on IT for Industry 4.0 (CoE: IT for I4.0)" at NPC, New Delhi. The Centre of Excellence (CoE) is envisioned to function as a channel for enhancing competitiveness of the Manufacturing Sector by inculcating I4.0 features to make Industry/MSMEs future ready and digitally productive.

NPC intends to hire individuals from relevant/emerging area in Human Resource Management , and also who have requisite qualification/ experience in the field of Industry 4.0 and related IT technologies in execution of entrusted projects fully or partially, as per the requirement.

**ESSENTIAL QUALIFICATION:**

- Essential Qualification : Bachelor and/or Master degree in Engineering/Management
- Desirable Qualification : MBA(HRM), MCA, Degree in Computer Science/IT

**PREFERABLE EXPERIENCE:**

- Experience of working in Manpower Planning, Restructuring, designing HR Policy, Recruitment, Career Progression Planning, Performance Management, Incentive Scheme etc.
- Experience of working in Manufacturing Excellence, Process Measurement, Process Improvement, Quality Management System etc.
- Experience in data Analytics, i40

**SALARY:**

- Monthly consolidated remuneration shall be paid in the range of Rs 22,000/- to 28,000/- based on the qualification, experience and interview's performance.

**METHOD OF SELECTION:**

On the basis of the qualifications and experience, the candidates will be shortlisted and called for interview either through VC or m-person at any of the NPC office. Based on the performance in the interview, the candidate shall be offered project specific engagement on contractual basis. Please note that no TA/DA will be provided for attending the Interview.

**NATURE OF ENGAGEMENT:**

The candidate shall be engaged on contractual basis initially for a period of 3 to 6 months which may be further extended on the basis of review of performance and/or availability of projects. The engagement shall be purely on contract basis for a period of 3 to 6 months which can also be terminated anytime with a prior notice of 15 days without assigning any reasons thereof. Similarly, the candidate can terminate his/her engagement by giving a prior notice of 15 days.

**HOW TO APPLY:**

Interested candidates may please apply/send updated CV to Sh. S.P. Tripathi, Dy. Director, Human Resource Management (HRM), Email: [hrmhgggroup.npc@gmail.com](mailto:hrmhgggroup.npc@gmail.com) Tel: +91-11-24607347.

**NOTE: *The council reserves the right to cancel this selection process without assigning any notice/reasons thereof. The above engagement is purely on temporary basis and the candidates shall have no right whatsoever to claim for the permanent job subsequently with either NPC or the client organization.***

***\*This post is for engagement of PAs to be posted only at NPC, New Delhi office.***