

NATIONAL PRODUCTIVITY COUNCIL

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

ADVERTISEMENT FOR ENGAGEMENT OF PERSONS ON CONTRACT

Advertisement No. NPC/Admin/84/Aug/2025

Dated 08 .08.2025

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 eligible person(s) for various functional roles, as detailed below, purely on contractual basis.

Post Code	Function role	Eligibility criteria	Job Description	Others
IE01	Consultant/ Sr. Consultant	<p>Essential Qualification:</p> <ul style="list-style-type: none"> Postgraduate or Graduate degree from a government-recognized University/Institution with a strong academic record. Proficiency in computer applications and general computing skills. <p>Experience:</p> <ul style="list-style-type: none"> Minimum 6-15 years of experience in the field of Shipping/ Port development/ Coastal infrastructure or Coastal community development. <p>Desirable Skills:</p> <ul style="list-style-type: none"> Knowledge about Ports/ Shipping/ Logistic/ Environmental sustainability in marine/coastal regions. Strong data interpretation skills. Proficiency in MS Office (Excel, Word, PowerPoint). Excellent soft skills including: Effective verbal and written communication; 	<ul style="list-style-type: none"> Monitoring and Coordination between Port/ Corporation/ Government, private agency(ies), State Govt. and Regional Directorates Validation and checking quality of data. Handling of big data, tabulation and report preparation and presentation. Willing to travel different parts of Country for field Survey /Data collection. 	<p>Type of Engagement: Purely Contract basis</p> <p>Place of deployment: IE Group, HQ New Delhi</p> <p>Number of persons required: 1 (One)</p> <p>Contract Period: 3 months</p> <p>Remuneration: Rs 50,000-90,000 per month</p>

Post Code	Function role	Eligibility criteria	Job Description	Others
		Strong report writing and documentation capabilities; Ability to work collaboratively with diverse stakeholders		
IE02	Sr. Executive	<p>Essential Qualification:</p> <ul style="list-style-type: none"> Postgraduate or Graduate degree from a government-recognized University/Institution with a strong academic record. Proficiency in computer applications and general computing skills. <p>Experience:</p> <ul style="list-style-type: none"> 2-5 years minimum experience in conducting research and field survey/data collection. Preferred experience includes: Working on monitoring, evaluation, or assessment of government schemes and programs; Involvement in projects related to Shipping, port development, coastal infrastructure, or coastal community development. <p>Desirable Skills:</p> <ul style="list-style-type: none"> Knowledge about Ports/ Shipping/ Logistic/ Environmental sustainability in marine/coastal regions. Proficiency of data interpretation Proficiency in MS Office Soft skills including strong communication skills and report writing. 	<ul style="list-style-type: none"> Preparation of survey questionnaires and collection of responses Data collection, entry & analysis. Data compilation, coordination with Port/ Corporation/Government, private agency (ies), State Govt. and Regional Directorates Assisting in Report writing and PPT presentations. Willing to travel different parts of Country for field Survey/Data Collection. 	<p>Type of Engagement: Purely Contract basis</p> <p>Place of Deployment: IE Group, HQ New Delhi</p> <p>Number of persons required: 2 (Two)</p> <p>Contract Period: 3 months</p> <p>Remuneration: Rs. 33,000-42,000 Per Month</p>
IE03	Project Executive	<p>Essential Qualification:</p> <ul style="list-style-type: none"> Graduation in any discipline from a 	<ul style="list-style-type: none"> Online meeting scheduling with various stakeholders, data collection, compilation, secondary research, generation of report. 	<p>Type of Engagement: Purely Contract basis</p>

Post Code	Function role	Eligibility criteria	Job Description	Others
		<p>government recognized university/institution.</p> <ul style="list-style-type: none"> Proficiency in computer applications and general computing skills. <p>Experience:</p> <ul style="list-style-type: none"> Minimum 01 year of experience Preferably <p>Experience: Good communication skill in English</p>	<ul style="list-style-type: none"> Assisting in Report writing and PPT presentations. Willing to travel different parts of Country for field Survey/Data Collection. 	<p>Place of deployment: IE Group, HQ New Delhi</p> <p>Number of persons required: 1 (One)</p> <p>Contract Period: 3 months</p> <p>Remuneration: Rs.25000 /- to Rs. 37000/- per month depending upon years of experience</p>

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.
 - Only shortlisted candidates will be called for interview/personal discussion.
 - 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 ed-admin@npcindia.gov.in on or before **17/08/2025 by 15:00 pm**.

In case of the selected candidate being any retired person from any Government/CPSE/autonomous body/statutory body, the remuneration shall be "50% of the last salary drawn (Basic + D.A.)".

In the subject of the email, code number of the post applied for, should invariably be mentioned (eg. O/01, O/02, O/03 and O/04 etc.). Incomplete applications as well as applications without self-attested copies of documents will be rejected.

Application for engagement as contractual person in NPC

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

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**

APPENDIX

DETAILS OF EXPERIENCE

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

Name/Signature____