



## **NATIONAL PRODUCTIVITY COUNCIL**

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

### **INVITATION FOR EMPANELMENT OF CONSULTANTS & EXPERTS**

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, NPC now invites applications for empanelment from experts for project unit(s) that may be established in Delhi on the basis of project requirements, and those possessing requisite qualifications and experience with an impeccable track record as per details below. The engagement of experts may be upto a maximum period of six years on mutually agreed terms and conditions.

#### **1. DOMAIN EXPERT: FINANCE EXPERT**

**Qualification:** Chartered Accountant/Master's degree in Finance or Commerce/ MBA Finance

**Experience:** A minimum of 12 years' experience (after obtaining the essential qualification) in financial management of development projects with knowledge of financial management policies and procedures

#### **2. DOMAIN EXPERT: ENVIRONMENTAL EXPERT**

**Qualification:** At least a postgraduate degree in Environmental Science/ Environmental Engineering/ Environmental Planning or any related field

**Experience:** A minimum of 12 years of general experience (after obtaining the essential qualification) and 7 years' specific experience in

environmental impact assessments, feasibility studies, environmental planning and management

**3. DOMAIN EXPERT: CLIMATE EXPERT**

**Qualification:** At least a postgraduate degree in Climatology/ Geography/ Environmental Science

**Experience:** A minimum of 12 years of general experience (after obtaining the essential qualification) and 5 years' specific experience as a climate specialist/consultant

**4. DOMAIN EXPERT: NRM EXPERT (NATURAL RESOURCE MANAGEMENT EXPERT)**

**Qualification:** Post Graduate Degree in Geography/ Environmental Science/ Natural Resource Management/ Environmental Engineering or any other relevant field

**Experience:** A minimum of 12 years general experience (after obtaining the essential qualification) and 5 years specific experience in natural resource management projects and NRM policies

**5. DOMAIN EXPERT: LAW EXPERT ON COASTAL/ ENVIRONMENT**

**Qualification:** At least a degree in law

**Experience:** A minimum of 12 years of professional experience (after obtaining the essential qualification) and 5 years of experience in review and drafting of environmental and climate change related laws, assessment and review of policies, experience in the preparation of EIA documents etc.

**6. DOMAIN EXPERT: DISASTER MANAGEMENT EXPERT**

**Qualification:** Degree in Science/ Disaster Management

**Experience:** A minimum of 12 years of general experience (after obtaining the essential qualification) and 5 years' specific experience in disaster management field

**7. DOMAIN EXPERT: SOCIAL SCIENCE EXPERT**

**Qualification:** Master degree in Social Science stream

**Experience:** Minimum of 12 years of experience (after obtaining the essential qualification) as Social specialist for development projects

**8. DOMAIN EXPERT: LIVELIHOOD EXPERT**

**Qualification:** Master degree in Social Science stream

**Experience:** Minimum 12 years of general experience (after obtaining the essential qualification) and 5 years' specific experience as a Livelihood Expert

**9. DOMAIN EXPERT: VULNERABILITY AND ADAPTION EXPERT**

**Qualification:** Master degree in Environmental Science/ Natural Resource

Management or related field

**Experience:** Minimum 12 years of overall experience (after obtaining the essential qualification) and 5 years in vulnerability assessment, formulation of climate resilience and adaptation strategies

**10. DOMAIN EXPERT: KNOWLEDGE MANAGEMENT SPECIALIST**

**Qualification:** Master or equivalent in development related area with experience in knowledge management

**Experience:** A minimum of 12 years general experience (after obtaining the essential qualification) with 5 years' experience in knowledge management, organizational learning, capacity to analyze and synthesize data etc.

**11. DOMAIN EXPERT: COMMUNICATION EXPERT**

**Qualification:** Post Graduate Degree in journalism/ communication or a related field

**Experience:** A minimum of 12 years' experience (after obtaining the essential qualification) in communication field related to development and implementation of communication strategy, awareness campaign, IEC plan, stakeholder engagement

**12. DOMAIN EXPERT: GEOGRAPHIC INFORMATION SYSTEM (GIS) SPECIALIST**

**Qualification:** At least a degree in Geographic Information Science or related fields

**Experience:** A minimum of 12 years of experience (after obtaining the essential qualification) in application of GIS, having experience in producing GIS based maps and analysis used for planning purposes at national or local authority levels

**13. DOMAIN EXPERT: GIS COORDINATOR**

**Qualification:** At least a diploma in Geographic Information System

**Experience:** Minimum of 7 years of experience (after obtaining the essential qualification) in GIS applications

**14. DOMAIN EXPERT: TRAINING EXPERT**

**Qualification:** Post Graduate in any stream of Planning/ Public Administration or any relevant field

**Experience:** A minimum of 12 years of experience (after obtaining the essential qualification) in Institutional Training/ Capacity Building Programs

**15. DOMAIN EXPERT: MONITORING & EVALUATION EXPERT**

**Qualification:** Graduate/Post-graduate degree in Statistics/ Social Science or any other related fields

**Experience:** A minimum of 12 years' experience (after obtaining the essential qualification) in statistical monitoring of development projects using M&E framework based on MIS

**16. DOMAIN EXPERT: ACCOUNTANT**

**Qualification:** A Graduate in Finance/ Commerce/ Accountancy

**Experience:** At least 7 years of experience (after obtaining the essential qualification) in handling project accounts, producing financial reports etc.

**17. DOMAIN EXPERT: OFFICE ASSISTANT**

**Qualification:** Graduate in any discipline

**Experience:** A minimum of 3 years' experience (after obtaining the essential qualification) as an Office Assistant

**18. DOMAIN EXPERT: OFFICE MANAGER**

**Qualification:** Graduate in any discipline

**Experience:** A minimum of 5 years' experience (after obtaining the essential qualification) as an Office Manager

**Terms of Engagement:**

NPC shall be contacting the applicants through email/telephone confirming the empanelment.

Engagement with Empanelled Consultants would be on specific assignment basis on mutually agreed terms and conditions.

**How to Apply:**

The applications should be prepared in the Curriculum Vitae format provided only. For Application form / CURRICULUM VITAE (CV) [Click Here](#)

Please mention "**Application for Empanelment with NPC**" followed by **domain expertise** in the subject line of the email. Applications may be submitted online via email in MS Word to [o.samuel@npcindia.gov.in](mailto:o.samuel@npcindia.gov.in)

**Last date of submission of application for empanelment with NPC: 21<sup>st</sup> September 2020.**

In case of queries, please contact +91-11-24607310/325

**General Guidelines:**

1. Applicants shall ensure that the particulars furnished by him/her are in the prescribed format, complete and correct in all respects and CVs are signed as per CV format.
2. Individuals currently blacklisted / debarred / sanctioned by any multilateral agency or government authority in India shall be ineligible to be empanelled.

3. NPC reserves the rights to cancel/ reject the application without assigning any reasons thereof. The above stated application for empanelment, however, does not guarantee any type of assurance of work.

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