

Planning Commission
(HRD Division)

Subject: Requirement of Young Professionals, Consultants and Senior Consultants for the HRD Division, Planning Commission, New Delhi

The HRD Division of the Planning Commission needs services of Consultants (Young Professionals/ Consultants/ Senior Consultants) in the field of Elementary/Secondary /Higher Education/Sports and Youth affairs. The job description and qualification etc. are given below:

1. Young Professional

a) **Job Requirement :**

- a) Analytical work relating to parameters of evaluation/assessment of different scheme, programmes & proposals.
- b) Provide research support in the form of wen-search, review of literature, Best practices-national/international best practices, generation of key-analytical/research tables from NSS, Census, Educational Surveys, ASER, NHFS, Budes, CSO White Paper & RBI and other sources.
- c) Analysis of all-India and State-wise physical / financial progress of Plan periods for both input & output/outcome indicators-all sub-sectors in Education.
- d) Provide support in organising /reporting / preparation of minutes of Sub-Group/Working Group/Steering Committee meetings.

b) Qualifications:
Essential

- (i) Master's Degree in relevant subjects Education/ Economics/ Statistics /Econometrics/Mathematics technical/professional qualifications like B.Tech/M equivalent in relevant field.
- (ii) Computer skills in word processing, spread sheet operations, application of statistical/econometric packages and PPT

Desirable:

- (i) One year research experience in social sector. (Application statistical / econometric methods in software packages for dissertation/thesis at M.Phill/Ph.D courses could be counted as experience).
- (ii) M.Phill/higher qualification and post qualification experience in relevant field

c) **Retired**

- (i) Grade pay of Rs. 6600 and above &

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Government employees :
Essential:

Desirable:

- (ii) At least 5 years' experience in the required domain field would also be eligible for this position.
- (i) Computer skills in word processing, spread sheet operation and PPT

2. Consultant

(a) Job Requirement

- (i) Preparation of Concept Papers/Policy papers/Country paper on various aspects of Education/Educational Reforms/Sports/ Youth affairs
- (ii) Preparation analytical papers/reports on International best practices in school/higher and technical education/sports/youth affairs and global trends in primary, secondary and tertiary education.
- (iii) Preparation of brief for Principal Adviser/Secretary/Member/DCH on important policy matters / new interventions/institutional arrangements,
- (iv) Undertake specialized assignments including applied research, appraisals, evaluation and preparation of analytical reports on education/sports/youth affairs
- (v) Preparation of speech/material fir Principal Adviser/Secretary/Member/DCH
- (vi) Contribute/participate in Sub-group/Working group meetings/prepare special papers/presentation materials etc. and provide support in preparation of Approach Paper/Sub-Group/Working Group/Steering Committee Reports of the XII Plan. Provide expert comments on the proposals of MHRD.

(b) Qualifications:

Essential:

- (i) Professionals having Master's degree or Bachelor's degree in Engg., Law or in relevant subject and minimum post qualification experience of 10 years in the requisite field. It is further provided that for very bright candidates, the Evaluation Committee can relax the post qualification experience requirement upto 5 Years.

Desirable:

- (i) Research publications/books/national-international project experience in relevant field
- (ii) Application of statistical/econometric methods

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C) Retired Government

Employees:

Essential:

- (i) Grade pay of Rs. 7600/- and above
- (ii) At least 10 years' experience in the required Domain field

Desirable:

- (i) Familiarity with Education data base
- (ii) Computer skills in word processing spread Sheet operations and PPT
- (iii) Exposure to Budgetary and costing exercises for education institutions

3. Senior Consultant

(a) Job Requirement:

- (i) Preparation of Concept Papers/Policy papers Country paper on various aspects of Education/Educational Reforms/sports/youth affairs
- (ii) Preparation of higher level Policy papers/Approach Paper to XII Plan/Expert comments on sub-groups/Working Group/Steering Committee Reports
- (iii) Special assignments by Member/DCH
- (iv) Provide expert comments on the Plan proposals of MHRD
- (v) Prepare special reviews major issues in primary Secondary and tertiary education, sports and youth Policies.

(b) Qualification:

Essential:

- (i) Professionals having Ph.D degree in relevant subject and minimum post qualification experience of 15 years in the requisite field.

Desirable:

- (i) Research experience, publication of research Papers/books

(c) Retired Government Employees:

Essential:

- (i) Retired Government employees of the level of Secretaries with experience and knowledge in the Required domain field would also be eligible for this position.

Desirable:

- (i) Experience in different areas of school and higher education and State level exposure.

4. Other Aspects of Appointment as Consultants

The screening/selection process may include written test/personal talks.

5. Duration:

Candidates selected will be appointed on contract basis normally for an initial period of one year. This term can be

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extended for a maximum period of five years on year to year basis depending upon performance/need of the Planning Commission.

6. Maximum Age Limit

Maximum age limit for appointment of Young Professionals shall be 40 Years and for Consultants and Senior Consultants shall be 65 years

7. Fees & Local Conveyance

<u>Young Professionals</u>	<u>Consultants</u>	<u>Sr. Consultants</u>
Rs. 25,000/- and Rs. 40,000/- depending upon educational Qualification and experience Plus Rs. 1500 per month as local conveyance	Rs.40, 000/- and Rs. 70,000/- depending upon educational Qualification and experience Plus Rs. 3000 per month as local conveyance	Rs.70,000/- and Rs. 1,00,000/- depending upon educational Qualification and experience Plus Rs. 10,000 per month as local conveyance

The amount of fee in the case of retired Government officials appointed as Consultants in any of the three categories shall be decided in such a way that the fee Plus pension drawn by him/her shall not exceed the last pay drawn.

Interested candidates may send their CV as per the prescribed format by e-mail/ post within 15 days from publication of this vacancy in the newspaper/circulated on the Planning Commission website.

Apply to:

Joint Adviser (HRD)
Room No. 504,
Planning Commission, Yojana Bhavan,
Sansad Marg, New Delhi-110001.
Tele: 23096766, 23042504
E-mail: shakilat.shamsu@nic.in

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Format for Application for the Post of Young Professionals/ Consultants/ Senior Consultants in HRD Division of the Planning Commission, Yojana Bhavan, Parliament Street, New Delhi.

1. Name Mr./Mrs./Ms./Dr.: _____

2. Father's Name: _____

3. Date of Birth: _____

4. Domicile : _____

5. Nationality: _____

6. Mailing Address (with Tel./ Mob.No. & E-mail address):

7 Permanent Address: _____

8. Educational Qualification & Year of Passing:

S.No.	Course	Subject(s)	University/Institute	Year of Passing	Division/Class

9. Experience (from latest)

S.No.	Organization /Institute	Experience	Nature of Work	Remarks

10. Details of publications, if any:

11. Knowledge of statistical/data analysis/computer application in software Packages:

12. Whether SC/ST/OBC :

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13. Any other relevant Information:

14. References:

- (i)
- (ii)

15. Government servant applying for the post of consultants should provide details of their service/appointment, cadre, relevant experience, data of retirement, last pay drawn etc.

Date.....

(Signature)



Planning Commission
HRD Division

Matter for Advertisement to be published in newspapers

GOVERNMENT OF INDIA
PLANNING COMMISSION

Applications are invited for two Consultants (Young Professionals/Consultants/Senior Consultants) in HRD Division of Planning Commission on payment of consolidated monthly fee ranging between Rs.25,000/- and Rs. 40,000/- plus Rs. 1500 per month as Local Conveyance (for Young Professionals)/ranging between Rs. 40,000/- and Rs. 70,000 plus Rs. 3,000 p.m. as Local Conveyance (for Consultant) / ranging between Rs. 70000/- and Rs. 1,00,000 plus Rs. 10,000 p.m. as local conveyance (for Senior Consultant). Full details of the Consultancy circular and format of application is available on the Planning Commission website www.planningcommission.gov.in under the link circular.

The last date for receipt of application is 15 days from the date of publication of this advertisement in the newspaper.

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