

No. VSE/17 (15)/2007
Government of India
Planning Commission
(VSE Division)

New Delhi, dated 30th August, 2010

Village & Small Enterprises (VSE) Division, Planning Commission requires services of one Outside Expert/Retired Government Servant for appointment as **non-official Consultant (Young Professional)** with the following job description and educational qualification:-

(i) Job Requirement As per detailed Terms of Reference at Annexure-I

(ii) Essential Qualifications:

Young Professionals

- a) Professionals having Masters Degree in Economics, Management, Commerce, Statistics or technical qualification like B-Tech, MBA or equivalent in the relevant field as mentioned in the detailed terms of reference. Persons with M-Phil or additional qualifications, research experience, published papers and post-qualification experience in the relevant field as per detailed terms of reference would be preferred.
- b) Retired Government employees with (i) Grade Pay of Rs.6600/- and above & (ii) at least 5 years experience in the relevant field as per detailed terms of reference would also be eligible.
- c) Knowledge of computer application, MS Office, including Excel, Access etc.

iii) Desirable

- Good Academic Record.
- Strong communication skills, both oral and written.
- Analytical and presentation skills with ability to generate well researched and written report.
- Experience in collection, compilation and analysis of statistical data, computer skills and preparation of Project Reports/Reviews/Notes/Briefs etc.

(iv) Duration:

Candidate selected will be appointed on contract basis for an initial period of one year. This term can be extended up to maximum 5 years depending on the performance of the candidate/need of the Planning Commission. However, the maximum duration of the contract will not be extended beyond five years.

(v) Age Limit:

The maximum age limit for Consultant shall be 65 years.

(vi) Fee

For outside experts:

The consolidated fee shall range between Rs. 25,000/- to Rs.40,000/- per month depending on the qualification and work experience of the selected candidate.

For Retired Govt. Servants:

The amount of fee in the case of retired Government officials appointed as Consultant as Young Professional shall be decided in such a way that the fee plus pension drawn by them shall not exceed the last pay drawn. However, they will continue to draw pension and Dearness relief on pension during the period of their engagement as Consultant.

(vii) Local conveyance:

An additional amount of Rs.1500/- per month will be paid as local conveyance.

2. Interested candidates may send their CV in the enclosed format by e-mail/post within 15 days from publication of this vacancy in the newspaper at the following address.

Shri A.K. Khullar
Joint Adviser (VSI)
Room No. 346, Yojana Bhavan,
Sansad Marg, New Delhi – 110 001.
Telephone: 23753166, 23042389
Email address: akkhullar@nic.in

Terms of Reference for engagement of Consultant (Young Professional) in the Planning Commission (VSE Division)

- i) To deal with the issues related to development and promotion of VSE Sector, particularly Sericulture, Wool, Food Processing, Micro & Small Enterprises, Jute, Coir and other Village & Agro Industries, including Khadi, Handlooms and Handicrafts.
- ii) Knowledge of Government policies/regulations in regard to development/ promotion of Village & Small Industries.
- iii) Examination and appraisal of proposals received from various Ministries /States/Public sector Undertakings/ Industry Associations/ Individuals etc. concerning policies, programmes and investments in the above industries. This presumes that the incumbent has knowledge of Government policies and programmes with regard to development/promotion of the above-mentioned sectors.
- iv) Maintaining coordination with and reviewing and monitoring of programmes of concerned Ministries/Departments and assisting Senior Officers in the preparation of Annual Plans, Five Year Plans and Long-term Perspective Plans, including policies thereto and such other work as may be assigned from time to time e.g. in connection with Parliament and its Committee, VIP references etc.

APPLICATION FORMAT FOR APPOINTMENT AS CONSULTANT (YOUNG PROFESSIONAL) IN THE PLANNING COMMISSION

1. Name : _____

2. Father's Name _____

3. Date of Birth _____

4. Domicile: _____

5. Nationality: _____

6. Mailing Address (with telephone/mobile No. and e-mail) address _____

7. Permanent Address: _____

8. Educational Qualification:

Course	Subject	University/Institute	Year of Passing	Division /Class
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9. Work Experience

Organisation/Institute	Period	Nature of work	Remarks
	From To		

10. Whether SC/ST/OBC _____

11. Reference:

(i)

(ii)

Signature
Date: _____