

No. A-22011/01/2012-PAMD
Government of India
Planning Commission
(Project Appraisal and Management Division)

New Delhi, dated 3rd December 2013

Project Appraisal and Management Division, Planning Commission requires services of one Young Professional with the following job description and education qualification:-

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

(ii) Essential Qualifications: (a) Master's Degree in Economics/Statistics/MBA/ Econometrics.

(b) Skills in Computer applications such as Microsoft Word, Excel, PowerPoint etc.

(iii) Desirable

- Good Academic Record
- Strong communication skills, both oral and written
- Analytical and presentation skills with ability to generate a 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 depending on the performance of the candidate/need of the Planning Commission.

(v) Age Limit

The maximum age limit for Young Professional shall be **40 years.**

(vi) Fee

The consolidated fee shall range between Rs. 25,000/- to Rs. 40,000/- per month depending on the education qualifications and experience.

(vii) Local conveyance

The Young Professional will be paid an additional amount of Rs. 1500/- per month 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.

Anjali Goyal
Adviser (PAMD)
Room No. 221, Yojana Bhavan,
Sansad Marg, New Delhi – 110 001.
Telefax. 23096707
Email address: anjali-goyal@nic.in

Terms of Reference for engagement of Young Professional under the Plan Scheme -Expertise for Planning Process.

(i) Precise statement of objectives:-

Project Appraisal and Management Division in the Planning Commission was set up in 1972 to institutionalize the system of project appraisal in Government of India. The PAMD has been assigned to discharge the following functions;

- ◆ Prescribe guidelines and develop formats for the submission of proposals for projects and programmes for techno-economic appraisal;
- ◆ Undertake support research studies to improve the methodology and procedure for appraisal of projects and programmes;
- ◆ Undertake techno-economic appraisal of major projects and programmes in the public sectors; and
- ◆ Assist Central Ministries in establishing proper procedures for preparation of reports of projects and programmes.

(ii) Outline of the tasks to be carried out:-

- ✓ Conduct comprehensive appraisal of Plan schemes and projects costing Rs. 100 crore and above and prepare appraisal notes in consultation with the subject divisions of the Planning Commission.
- ✓ Appraise proposals of Ministry of Railways costing Rs. 300 crore and above to be considered by the Expanded Board of Railways (EBR).
- ✓ Handle work related to preparation of a Manual on Project Appraisal.

(iii) Schedule for completion of Tasks: -

No time frame can be stipulated for appraisal, as it is perennial work in the Division.

(iv) The support or inputs to be provided by Planning Commission to facilitate the job of Y.P.:-

The Adviser in charge of the PAMD will provide necessary guidance to the Consultant in the Project Appraisal and Management Division (PAMD)

(v) The final outputs that will be required of the Young Professional at the end of the consultancy period should be specified.

It is difficult to specify the final output of the Young Professional. However, the Consultant would have to comply with the stipulated guidelines for appraising EFC/PIB proposals.

**APPLICATION FORMAT FOR APPOINTMENT AS CONSULTANT IN
THE PLANNING COMMISSION**

1. Name : _____

2. Father's Name: _____

3. Date of Birth: _____

4. Domicile: _____

5. Nationality: _____

6. Mailing Address(with tel./mobile No. and E-mail) address : _____

7. Permanent address: _____

8. Educational Qualification:

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

9. Work Experience

Sl. No.	Organisation/Institute	Period		Nature of work	Remarks
		From	To		

10. Whether SC/ST/OBC _____

11. Reference:

- (i)
- (ii)

Signature

Date: _____