

F. No. N-11019/24/2022-Governance
Government of India
Ministry of Panchayati Raj

9th Floor, Tower II, Jeevan Bharti,
Connaught Circle, New Delhi
Dated: 25th November, 2022

Advertisement

Ministry of Panchayati Raj invites applications for services of three professionals to be engaged as 'Consultant' on full time basis under the 'Incentivization of Panchayats' scheme component of Rashtriya Gram Swaraj Abhiyan with following educational qualifications, experience & job description:

Name of the Post	Consultant
Number of Posts	3
Place of Posting	New Delhi
Educational Qualification	Post Graduation/MBA/PG Diploma in Social Sector (such as Rural Development/Business Administration in Finance /Public Administration/Disaster Management etc.)
Experience	i. Essential: Minimum 10 years ii. Working knowledge of e-office will be given 10% weightage iii. Desirable: <ul style="list-style-type: none">• Work experience in Central/State Government Departments/ Ministries will be preferred.• Experience in preparing policy briefs/presentations and analysis of proposals.• Excellent documentation, communication and interpersonal skills.• Fully conversant MS Office and ICT tools etc.• Good verbal, written and typing/translation command in Hindi and English.
Job Description	<ul style="list-style-type: none">• Consultant shall be responsible for thematic implementation and coordination of various activities in the area of work assigned to him/her.• Consultant shall be responsible for preparation of thematic award questionnaires, guidelines, analysis of award nominations, coordination with States/UTs etc.• Any other task assigned w.r.t concerned Division
Remuneration	Rs.1,20,000/- Rs.1,30,000/- consolidated remuneration per month. Remuneration will be fixed as per the qualifications & performance of the candidates & recommendations of Divisional Head concerned and approval of Secretary (Panchayati Raj) with consultation of Integrated Finance Division.
Age Limit	Maximum 55 years (at the time of application)

Maximum period of engagement	Inter-alia other terms and conditions, the initial term of engagement shall be ONE YEAR and subsequent extension(s) for four years, if any, shall be considered on case to case basis depending on the requirements of a specific job and the timeframe for its completion, quality of output and based on the recommendations of the concerned Divisional Head and approval of Secretary (Panchayati Raj).
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2. The applications should be in the format enclosed at Annexure and supported with the self- attested copies of educational qualification /experience certificate (s).The selection process for the aforesaid category will involve personal interaction/interview by the Consultancy Evaluation Committee (CEC) constituted as per the guidelines.

Note: The application should reach Under Secretary (Incentivization Division), Ministry of Panchayati Raj, 9th Floor, Tower II, Jeevan Bharti Building, Connaught Circle, New Delhi - 110001 within 21 days from the date of uploading of the advertisement in public domain.

3. Envelop should be marked as "Application for engagement of Consultant under Incentivization of Panchayats scheme". Incomplete/Applications without self-attested educational qualification/skill qualification/experiences will not be entertained.

4. The Ministry has the right to cancel the advertisement, and not go for engagement of manpower, at any stage. It may accept or reject any or all applications, without giving any reasons therefor, whatsoever.

If required, any of the provisions of these Guidelines may be relaxed in the interest of the Government with the approval of Secretary, Ministry of Panchayati Raj.



(Sanjay Kumar Upadhyay)
Under Secretary to Government of India
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Annexure

Format for Application for engagement of Professionals as Consultant in the Ministry of Panchayati Raj, New Delhi

1. Name :
2. Father's/Spouse Name :
3. Date of Birth :
4. Nationality :
5. Mailing Address (with Tel./Mob.No. & E-mail address):
6. Permanent Address :
7. Educational Qualifications & Year of Passing:

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

8. Experience (from latest)

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

(Self-attested copies of certificates supporting educational qualifications and experience should be enclosed)

9. Details of publications, if any:
10. Any other relevant Information:
11. References:
 - (i)
 - (ii)

Date:

(Signature)