



National Productivity Council
Under DPIIT, Ministry of Commerce & Industry, Government of
India 5-6 Institutional Area, Lodhi Road, New Delhi – 110003

Advertisement No. NPC/Admin/04/June/2022
Dated 27.06.2022

Engagement of persons on contract

National Productivity Council (NPC) is an autonomous body under DPIIT, Ministry of Commerce & Industry, Govt. of India and promotes productivity consciousness in the country for sustainable socio-economic development by productivity promotion and dissemination through consultancy, research, and training activities in different sectors of economy.

NPC, Head Quarter (HQ), New Delhi invites applications from eligible person(s) for various functional roles, as detailed below, purely on contractual basis.

Post Code	Functional role	Eligibility criteria	Work responsibilities	Others
(O/01)	Senior Executive	<p>Qualification: Postgraduate in Economics /Applied Economics/ Business Economics/ Econometrics/ Statistics with good academic record and computing skills.</p> <p>Preference will be given to those candidates with additional qualification such as M Phil and PhD and who have experience of working on large data sets and have sound knowledge of use of statistical packages such as SPSS/STATA etc.</p> <p>Experience: 2 years minimum experience in conducting research and field survey/data collection</p>	<ul style="list-style-type: none">• Preparation of survey questionnaires and collection of responses in online/ offline mode.• Scanning Internet extensively for extracting relevant content related to specific topics.• Have good command over English language and should be able to think logically about the content being researched.• Data collection, entry & analysis.• Assisting in Report writing and PPT presentations• Willing to travel different parts of Country for field Survey/Data Collection	<p>Type of Engagement: Pure Contract basis</p> <p>Place of Deployment: New Delhi</p> <p>Number of persons required: 2 (Two)</p> <p>Contract Period: One year</p> <p>Remuneration: Rs. 33,000/- Per Month</p>

(O/02)	Consultant	<p>Qualification: Graduate in any discipline from a government recognized university/institution</p> <p>Desirable Postgraduate in Tourism with good academic record and computing skills.</p> <p>Preference will be given to those Candidates with additional qualification such as M Phil and PhD and who have experience of working on large data sets and have sound knowledge of use of statistical packages.</p> <p>Experience: 6 years minimum experience conducting research and field survey/data collection in tourism industry</p>	<ul style="list-style-type: none"> • Preparation of survey questionnaires and collection of responses in online/ offline mode. • Scanning Internet extensively for extracting relevant content related to specific topics. • Have good command over English language and should be able to think logically about the content being researched. • Data collection, entry & analysis. • Assisting in Report writing and power point presentations • Willing to travel different parts of Country for field Survey/Data Collection 	<p>Type of Engagement: Pure Contract basis</p> <p>Place of Deployment: New Delhi</p> <p>Number of persons required: 2 (Two)</p> <p>Contract Period: One year</p> <p>Remuneration: Rs. 50,000/- Per Month</p>
(G/01)	Project Executive	<p>Qualification: Graduation in Engineering in Mechanical/ Electrical/ Chemical from a government recognized university/ institution</p> <p>Desirable: Master or equivalent degree in Energy Management</p> <p>Experience: 1 Year relevant work experience</p>	<p>Execution of the assignment through data collection by using various Energy Audit Instruments, data formatting, excel sheet data analysis working, minutes noting, database management, support in Report writing and formatting for Printing, inputs for presentation, etc.</p> <p>Handling and Safe Keeping of Energy Audit Instruments</p> <ul style="list-style-type: none"> • 	<p>Type of Engagement: Pure Contract Basis</p> <p>Place of Deployment: Hyderabad</p> <p>Number of persons Required: 02 (Two)</p> <p>Contract Period: 12 months</p> <p>Remuneration: Rs. 17,500/- per month.</p>

(G/02)	Consultant	<p>Qualification: Graduation in Engineering in Mechanical/ Electrical/ Chemical from a government recognized university/ institution</p> <p>Desirable: Master or equivalent degree in Energy Management.</p> <p>Experience: Relevant Work Experience of more than 6 years in Industry/Consultancy. Prior work experience with NPC in Energy Audit shall be preferred.</p>	<p>To undertake field visits and discussions, devise framework, data collection & analysis, report writing, presentation of findings & recommendations to Client, as per requirement of the Project.</p> <p>Lead the team in the field.</p> <ul style="list-style-type: none"> • Follow up with client. 	<p>Type of Engagement: Pure Contract Basis</p> <p>Place of Deployment: Hyderabad</p> <p>Number of persons Required: 01 (One)</p> <p>Contract Period: 12 months</p> <p>Remuneration: Rs. 40,000/- per month.</p>
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Terms & Conditions:

- The engagement shall be purely on a contract basis and will not confer any right for regular appointment in NPC or in its associated organizations. The contractual person shall not be entitled to any benefits / compensation/ absorption /regularization of service in the National Productivity Council. The contractual person shall not claim any benefit/compensation/absorption/ regularization of service with NPC under the provision of Industrial Disputes Act, 1947 or Contract Labour (Regulation and Abolition) Act, 1970.
- **Working Hours, Travelling and Daily Allowance, Leave etc.**
The contractual person shall be governed as per applicable provisions of NPC for this assignment.
- **General Conditions**
 - In case the performance of the contractual person is not satisfactory, or she/he fails to perform/carry out the functions entrusted or otherwise, or she/he is found in-disciplined or wanting, NPC may terminate the contract at any time without giving any notice and also without assigning any reason thereof.
 - The contractual person shall be required to produce original documents and certificates in support of her/his age, qualification and experience at the time of joining failing which her/his offer of engagement shall stand withdrawn.
 - Only shortlisted candidates will be called for interview/personal discussion.
 - NPC reserves the right to cancel or withdraw this advertisement at any time without assigning any reason whatsoever.

Application can be submitted by sending application as per **Annex-AF** along with self-attested copy of all requisite documents and latest photo via email to ed-admin@npcindia.gov.in on or before 11/07/2022 by 03:00 pm.

In case of the selected candidate being any retired person from any Government/CPSE/autonomous body/statutory body, the remuneration shall be "50% of the last salary drawn (Basic + D.A.)".

In the subject of the email, code number of the post applied for, should invariably be mentioned (eg. O/01, G/01 etc.). Incomplete applications as well as applications without self-attested copies of documents will be rejected.

Application for engagement as contractual person in NPC

Name	
Mother's/Father's/Husband's Name	
Date of Birth (Self-attested copy of proof of date of birth to be enclosed)	
Address for Correspondence	
Permanent Address	
AADHAR No. (Self-attested copy to be enclosed)	
Contact No./Nos.	
Email ID	
Post applied for	
Educational/Technical Qualification (s) (Documents should be self-attested as true copy)	
Details of experience to be attached in proforma appended as "APPENDIX"	Duly filled proforma "APPENDIX" is attached.
Date of retirement and name of the office where the officer was last working. Enclose the copy of PPO. (In case of retired person)	
Any other relevant information (use a separate sheet, if necessary)	

The information furnished above is true to the best of my knowledge and belief. I have carefully read the terms and conditions mentioned in the advertisement done by NPC and they are acceptable by me. I certify that no disciplinary proceedings are pending against me, as on date. I also state that I have disclosed all material facts.

Date:

Signature of the Applicant

DETAILS OF EXPERIENCE

Period (Starting from the last)	Name of Office/Organization	Post, Remuneration or Pay Band with Grade Pay, if applicable	Description of duties performed

Name/Signature____