

NABARD Consultancy Services

Requires Associate Consultant (10 Posts) as Core Contract Staff at various States

NABARD Consultancy Services (NABCONS), a wholly owned subsidiary of NABARD and a leading consultancy organization in the field of agriculture and rural development (www.nabcons.com) invites applications for the posts of 10 Associate Consultant as Core Contract Staff at various States, as under. The candidates would be posted initially at the location indicated against each State. However, candidate depending upon the Company's requirement can be relocated to any of the office /Project of NABCONS across India.

| S. No. | State | Location – Place of posting | Vacancy |
|--------|----------------|-----------------------------|---------|
| 1 | Odisha | Bhubaneswar | 1 |
| 2 | Andhra Pradesh | Hyderabad | 1 |
| 3 | Chhattisgarh | Raipur | 1 |
| 4 | Uttar Pradesh | Lucknow | 1 |
| 5 | Maharashtra | Pune | 1 |
| 6 | Tamil Nadu | Chennai | 1 |

| S. No. | State | Location – Place of posting | Vacancy |
|--------|-------------------|-----------------------------|-----------|
| 7 | Haryana | Chandigarh | 1 |
| 8 | Punjab | Chandigarh | 1 |
| 9 | Arunachal Pradesh | Itanagar | 1 |
| 10 | Nagaland | Dimapur | 1 |
| | Total | | 10 |

A. Key Responsibilities:

The key responsibility will be to coordinate activities and provide administrative support relating to the Business growth of the Company broadly covering following job responsibilities:

- **Business development:**
 - Liaisoning and networking with the Clients for business promotion
 - Delivering presentations in order to contract business.
 - Preparation of EOI, Bids and related documentation for submission of proposals etc.
- **Execution of assignments**
 - Facilitate execution of assignments
 - Resourcing/engaging services of Project Consultants for execution related work
- **Managing data base/MIS for assignments**

B. Eligibility Criteria

i. The candidate must be Graduate in Agriculture/allied sectors to Agriculture/ engineering in any Stream with minimum 60% marks or equivalent CGPA and MBA/PGDM or equivalent qualification to MBA from a reputed institution with a minimum of 55% marks or equivalent CGPA .

ii. The candidate should have minimum 2 years of work experience in Consultancy organization/Financial Institution/developmental agency. He/she should have proven ability in drafting of proposals/reports

iii. Proficiency in using tools such as MS Office and other computer related functions for day-to-day functioning.

iv. Candidates should have proficiency in English language (reading, writing and speaking). Knowledge of Hindi/local language will be desirable.

v. Last drawn consolidated salary per month should not be less than Rs. 30000/- .

C. Age

Preferably below 35 years as on 30 September 2017.

D. Contract Period

Initial contract for one year which may be extended for a further period in block of three years based on periodic performance review, as per the Company's policy.

E. Place of posting:

Initially, the candidate will be posted in the State for which he/she has been selected. Candidate, however, can be re-located to any office/project of NABCONS across India depending upon the company's requirement.

F. Selection Process:

The candidates shortlisted as per the eligibility criteria will be subjected to English writing skill test followed by personal interview. Place of Interview will be indicated at the time of issuing call letters to the shortlisted candidates.

G. Remuneration

Candidate will be paid consolidated Remuneration of Rs. 50,000/- Per month (lump sum). *(Higher remuneration may be considered for highly deserving candidates)*

Other facilities

i. Lunch and mobile/ internet allowance totalling to Rs. 3500/- PM will be paid.

ii. Candidates will be eligible for PF and Gratuity as per Company's policy.

iii. Health Insurance for self and family including dependent parent's upto a maximum premium amount of Rs. 15000/- per year.

iv. Halting / travelling and conveyance during official visits will be applicable as per Company's policy.

How to Apply:

Interested candidates may apply online in the prescribed format by clicking on the following link.

| Position | Link to Apply |
|---|---|
| Associate Consultant – Business Development | https://goo.gl/forms/oON9Fn95xflcB0w72 |

In case the above link does not work, you may also copy and paste the link in your web browser and fill the details therein.

While applying, candidates can choose one or more than one State (upto any number) in order of preference. However, selection of candidate for a given State would be as per merit list of the concerned State.

Last date for receipt of applications: 11 October 2017

General Information:

- Applicants will be shortlisted based on the eligibility criteria indicated above. Shortlisted candidates will be subjected to English writing skill test and interview. Candidates may kindly note that any cost incurred by them for attending the interview will not be reimbursed by NABCONS.
- The applicant may submit the declaration in the Google form with respect to the educational qualification and experience indicated in the CV. Self-certified copies of all documents in support of your educational qualifications, experience certificates, last drawn salary certificate, ID proof, address proof etc. needs to be submitted at the time of the interview. All documents will be verified from the original certificates at the time of Interviews.
- Initially, the candidate will be posted in the State for which he/she has been selected. Candidate however can be re-located to any office/project of NABCONS

across India depending upon the company's requirement.

- Merely satisfying the eligibly criteria does not entitle a candidate to be called for the interview. NABCONS reserves the right to call only the requisite number of candidates for the interview depending on number of responses, after preliminary screening/shortlisting with reference to candidate's qualification, suitability, and experience etc. Applications received after the due date shall not be entertained and will be rejected.
- Under no circumstances applications by hand or any other mode will be entertained. The application submitted through link provided in this advertisement will only be accepted.
- NABCONS reserves the right to cancel the recruitment for the captioned posts without assigning any reason at any stage.

Advt Ref. No. NABCONS/CO-HR/024/CCS/2017-18
Dated: 04 October 2017