



NABARD Consultancy Services Private Limited
(An ISO 9001:2015 Company)

A Wholly owned subsidiary of NABARD

Require Project Based Contract Staff for execution of Deen Dayal Upadhyaya Grameen Kaushalya Yojana (DDU-GKY) in Madhya Pradesh and Chhattisgarh State

NABARD Consultancy Services (NABCONS) is a wholly owned Company of NABARD and a leading consultancy organization in the field of agriculture and rural development (www.nabcons.com). NABCONS invites **ONLY ONLINE** applications from Indian Citizens for the post of Associate Project Consultant - 01 Post each at Madhya Pradesh and Chhattisgarh on contract basis, as Project Based Contract Staff.

(A) Details of the posts, no of vacancies and place of posting are as under:

S.No	Post	No. of vacancies	Location
1	Associate Project Consultant	01	NABCONS Office, Bhopal (Madhya Pradesh)
2		01	NABCONS Office, Raipur (Chhattisgarh)
Total		02	

The recruitment is project based on contract basis for a period of one year, which can be extended based on performance review and to be co-terminus with the Project period.

(B) Key Responsibilities:

- Supervision of project sites to ensure established protocols have been implemented as per Deen Dayal Upadhyay Grameen Kaushalya Yojana (DDU-GKY)
- Provide capacity building to all project monitoring staff, including staff of partner State Rural Livelihood Missions/ Project Implementing Agencies.
- Design and/or adopt monitoring, evaluation, and learning tools appropriate for Skilling projects.
- Conduct real-time analysis for better project implementation and organizational learning.
- Routinely conduct quality control checks
- Attend periodical meetings with Ministry of Rural Development (MoRD) /State Rural Livelihood Mission (SRLM) to review project implementation, identify challenges monitoring, and plan for corrective measures.
- Undertake any activity mentioned under Standard Operating Procedures (Part I & II) in Deen Dayal Upadhyay Grameen Kaushalya Yojana (DDU-GKY).
- Any work assigned from time to time.

(C) Eligibility Criteria

(i) Educational Qualification:

Position	Essential qualification	Other Criteria
Associate Project Consultant	Graduation in any subject with post-graduation qualification as MBA/ MBA-Finance/ Post Graduate Diploma or equivalent qualification in Management, Agriculture, Economics, Social Sciences, Development Studies, Engineering and other related fields from reputed institutes.	<ul style="list-style-type: none">• Further, the candidate should have knowledge of MS Office with proficiency in MS Excel & Power Point.• Proficiency in reading, writing & drafting and speaking in English and Hindi.

(ii) Experience:

Position	Essential Experience	Desired Experience
Associate Project Consultant	Candidate with minimum 2 years work experience in monitoring projects under Skill Training Programs/Rural Development Programs; experience of web based monitoring.	Candidates having experience in areas of Skill related activities would be given preference.

(D) Remuneration:

The candidate will be paid consolidated remuneration based on the experience, educational qualification and overall suitability of the candidate. The staff will be liable for tax liabilities as per Income Tax Act & Rules in force and the tax will be deducted at source.

Position	Consolidated Remuneration
Associate Project Consultant	Rs. 35,000/- per month

(E) Other Facilities:

In addition to the remuneration as mentioned above other facilities as under will also be provided:

- i. Lunch allowance of Rs 2000/- per month.
- ii. Mobile and internet allowance of Rs 1000/- per month.
- iii. Candidates will also be eligible for PF and Gratuity as per Company's policy. It may be mentioned that the option for PF is irrevocable and once exercised cannot be changed in future.
- iv. Travelling allowance, halting allowance and local conveyance facilities for official travel as applicable from time to time under the project.
- v. Casual leaves of 18 days per calendar year during the contract period on proportionate basis provided that not more than 06 days casual leave may be availed at a stretch including Saturday/Sunday/Holiday on one occasion, absence beyond above period will be treated without pay

(F) Age:

Position	Age (as on 01 September 2018)
Associate Project Consultant	Below 40 years

(G) Contract Period:

The PBCS will be appointed on contract basis initially for a period of one year which may be extended based on requirement of the project and performance or will be co-terminus with the project period. First 3 months will be probation period during which NABCONS shall have the right to terminate the services of the individual without any notice period or assigning any reason. Thereafter NABCONS reserves the right to terminate the contract by giving one month notice within the contract period.

(H) How to Apply:

Interested candidates may apply online in the prescribed format within **10 days** from **16 October 2018 to 25 October 2018** by clicking on the following links and filling the details therein:

Position	Link to Apply
Associate Project Consultant	https://goo.gl/forms/1YKE9VojmJfl98942

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.

Last date for receipt of applications: - 25 October 2018

General Information:

- Only Shortlisted candidates will be called for the interview and may also be assessed for their Excel proficiency. Location for the Selection process will be indicated in the call letter. The candidates may kindly note that any cost incurred by them for attending the interview as well as Excel proficiency test will not be reimbursed by NABCONS.
- The applicant may submit the declaration in the Google form with respect to the educational qualification and experience. Self-attested copies of educational qualifications and experience certificates to be compulsorily submitted at the time of the interview. Original documents would be required for verification.
- Place of posting for the post of Associate Project Consultant appointed will be - one (01) at Madhya Pradesh State and one (01) at Chhattisgarh State. They may however be liable to be posted or travel anywhere in India as per project requirement.
- List of selected and waitlisted candidates for the post will be uploaded in NABCONS website (www.nabcons.com) after the selection process is completed. The validity of the panel of selected and waitlisted candidates will be co-terminus with the project.
- No correspondence will be entertained from any ineligible and non-selected candidate in all matter regarding eligibility, the selection process, documents to be produced for the selection process, assessment, prescribing minimum qualifying standards, number of vacancies, communication of result, etc. the company's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.
- The final appointment will be based on the decision of selection committee constituted for the purpose. Company reserves the right to increase/ decrease the number of posts or not to fill up any of the posts.
- The appointment shall be subject to being found medically fit, for which purpose the candidate shall be required to undergo the protocol of medical tests upon reporting at place of posting. The continuance in NABCONS's service shall be subject to remaining medically fit to discharge duties and responsibilities. The decision of NABCONS regarding medical fitness shall be final and binding on the candidate.
- The selected candidates will have to sign a one year bond with the company - In case for any reason, the selected candidate leaves the services of the Company before the contract period of one year from the date of commencement of duties (excluding the unauthorized leave) then the candidate shall forthwith pay a sum equivalent to one (01) month remuneration as mentioned in section (D) above. This amount will be in addition to shortfall in notice period, if any. Acceptance request for relieving in such case will not be given till the realization of Bond amount.
- 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, 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 online mode 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.