ADVERTISIEMENT NOTICE

The North Eastern Council Secretariat, Shillong invites applications for the contractual post of Consultant in the field of Managerial Economics (1 post). The details are available in the NEC website (www.necouncil.nic.in). The applications should be submitted to Deputy Secretary (Admn.), Room No. 405, NEC Secretariat, Nongrim Hills, Shillong- 793003, within 30(thirty) days from the date of uploading the advertisement/vacancy circular in the NEC website.

(L. Beimopha)
Deputy Secretary (Admn.)
North Eastern Council, Secretariat,
Shillong -793003
GOVERNMENT OF INDIA
MINISTRY OF DEVELOPMENT OF NORTH EASTERN REGION
NORTH EASTERN COUNCIL SECRETARIAT
NONGRIM HILLS, SHILLONG-793003

Dated: Shillong the September, 2019

Subject: - Advertisement for the contractual post of (1) One Consultant in field of Managerial Economics in the NEC Secretariat for strengthening the monitoring mechanism of the NEC sponsored projects/schemes.

Applications in prescribed format are invited for appointment of a consultant in the field of Managerial Economics in the ‘Project Formulation and Quality Management’ (PFQM) Cell in the NEC Secretariat. The qualifications and duties and responsibilities of the consultants as well as general conditions are given below:-

B. For a consultant in the field of Managerial Economics.

I. (a) Essential Academic Qualifications & Experience (Essential)

The candidate should be a Master’s Degree holder in Economics/Applied Economics/Quantitative Economics/Econometrics/Statistics with PG Diploma in Project Management from any recognized Institute/College/University.

(b) Desirable Qualifications & Experiences

(i) PG Diploma in Project Management for any recognized institute.
(ii) Knowledge and experience about monitoring and evaluation of central government schemes/Projects of not less than 5 years.
(iii) The candidate should have a good knowledge of the Central Government and State Government Projects/schemes/programmes, project formulation/planning, implementation guidelines, monitoring & evaluation methodologies, preparation of fact-finding reports etc.
(iv) The candidate should have a good functional knowledge of computer in MS Word, Excel and Power Point Presentation. Persons with additional qualifications, research experience, published papers in the relevant field would be preferred.

II. Age Limit

Minimum age of the applicant will be 25 years and maximum age limit as on the 1st January of the year of publication of the advertisement will be 45 years. There will be age relaxation of 5 years for SC/ST candidates.

III. Duties and Responsibilities:-

(i) Physical monitoring and inspection of NEC funded projects/schemes in the 8 (eight) States of the NER.
(ii) Submission of monitoring/inspection reports indicating inter alia, the physical & financial progress, photographs, etc of such projects/infrastructures/schemes.
(iii) Preparation of data base regarding NEC schemes/programmes for easy retrieval.
(iv) Assistance in different areas of work pertaining to the E&M Sector.
(v) Carrying out feasibility study of projects including scrutiny and appraisal of DPRs.
IV. General Terms and Conditions for engagement of the consultants.

(i) Emoluments: An amount of Rs. 45,000/- (Rupees forty-five thousand) would be paid per month. The Consultants shall not, however, be entitled to any other allowance such as Dearness Allowance, Residential Telephone, Transport Facility, Residential Accommodation, Personal Staff, CGHS, Medical Reimbursement, etc.

(ii) Period of Engagement: - The period of engagement will be as follows:- The initial term of engagement shall be for one year and subsequent extension(s), if any, shall be considered on case to case basis up to a maximum of two extensions depending upon the requirement, work performance and quality of output.

(iii) Full Time Basis: The consultant will be appointed on fulltime basis. They shall not be permitted to take up any other assignment during the period of consultancy with the NEC. However, the engagement of consultant will be purely on contractual nature and the consultant will not claim for absorption to any post(s) in the NEC.

(iv) Place of Work: The place of work will be NEC Secretariat, Nongrim Hills, Shillong. However, while ensuring a robust mechanism of monitoring of the physical and as well as progress of the NEC sponsored projects/schemes, he/she should undertake frequent site inspections/monitoring in all the eight States of the NER in respect of the projects/schemes being assigned to them from time to time by the E & M Sector of the NEC Secretariat.

(v) Other Terms and Conditions: - Other terms and conditions of employment like payment of T.A/D.A, library facility etc, will be governed by the existing rules of the Central Government.

(vi) Submission of Applications: - The interested candidate may download the application form from the NEC website and send the duly filled up application along with the required with the detailed bio data at the following addressed within 30(thirty) days from the date of uploading the advertisement/vacancy circular in the NEC website.

Deputy Secretary (Admn),
NEC Secretariat, Room No. 405,
Nongrim Hills, Shillong – 793003

(vii) Method of Recruitment: - The short listed candidates may be called for an interview to be held in the NEC Secretariat, Shillong at their own cost.

(viii) Signing of Agreement: - The selected candidates will have to sign a contract agreement with NEC as per usual terms and conditions.

(ix) Supervision: - The selected consultant will work under the close supervision of Economic Adviser (E&M), NEC/ Director (E&M), NEC.

(x) Redressal of Grievances/Settlement of Disputes: - The decision of the Secretary, NEC in all matters of appointment of consultants will be final and binding. The NEC Secretariat reserves the rights to accept or reject any or all of the applications received for appointment of consultants without assigning any reason thereof.

(L. Beimopha)
Deputy Secretary (Admn.)
North Eastern Council, Secretariat, Shillong -793003
APLICATION FORM FOR APPOINTMENT OF CONSULTANT IN THE NORTH EASTERN COUNCIL
SECRETARIAT, SHILLONG

1. Name: ________________________________

2. Post applied for: ________________________________

3. Father's Name: ________________________________

4. Date of Birth: ________________________________

5. State: ________________________________

6. Nationality: ________________________________

7. Mailing Address (With Tel/Mobile No and E-mail address):
   __________________________________________
   __________________________________________

8. Permanent Address:
   __________________________________________

9. Educational Qualifications right from Matric onwards (Self attested copies of certificates to be enclosed):

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<th>Sl. No</th>
<th>Course</th>
<th>Subjects</th>
<th>University/Institute</th>
<th>Year of Passing</th>
<th>Division/Class</th>
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10. Additional Qualification, if any (Self attested copies of certificates to be enclosed):

11. Work Experience (Self attested copies of certificates to be enclosed):

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<th>Sl. No</th>
<th>Organization/Institute</th>
<th>Period From.....To .....</th>
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12. Functional Knowledge of computer (copies of certificates to be enclosed):

13. Whether SC/ST/OBC (copies of certificates to be enclosed):

(Signature)
Date___________