

**EM-15/18/2024-O/o DIR (E and M)**  
**भारतसरकार / Government of India**  
**पूर्वोत्तरक्षेत्रकाविकासमंत्रालय / Ministry of Development of NE Region**  
**उत्तरपूर्वीपरिषदसचिवालय / North Eastern Council Secretariat**  
**नोंग्रिमहिल्स, शिलांग – 793003 / Nongrim Hills, Shillong-793003**  
**Website: <https://www.necouncil.gov.in>**  
Dated: 16<sup>th</sup> February 2026

**ADVERTISEMENT NOTICE**

The North Eastern Council Secretariat, Shillong invites applications for the contractual post of 06 (Six) Senior Consultants in the NEC Secretariat. The details are available in the NEC website ([www.necouncil.gov.in](http://www.necouncil.gov.in)). The duly filled up application form should be submitted to the Director (Admin), Room No. 405, NEC Secretariat, Nongrim Hills, Shillong – 793003, latest by 31<sup>st</sup> March 2026. The application received after the last date will not be taken into consideration.

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Sub: Advertisement for engagement of 06 (Six) Senior Consultants for North East Resource Center (NERCEN) at the NEC Secretariat, Shillong.

Applications are invited for the contractual post of 06 (Six) Senior Consultants for North East Resource Center (NERCEN) at the NEC Secretariat, Shillong.

All the senior consultants will support with strategic planning, data analysis, program design, industry collaborations, investment promotion and stakeholder coordination, towards NEC's role as the regional planning body for the North East. The detailed qualifications, desired experience and scope of work of each contractual staff are at Annexure-I and other general conditions are given below:

**1. General Terms and Conditions for engagement of senior consultant:**

- i. Minimum age of the applicant will be 27 years and maximum age limit as on the 1<sup>st</sup>January of the year of publication of the advertisement will be 50 years. There will be age limit relaxation by 5(five) years for SC/ST candidates and 3(three) years for OBC candidates.
- ii. The engagement of senior consultant is on fulltime basis and they shall not be permitted to take up any other assignment during the period of engagement with the NEC. However, the engagement of senior consultant will be purely of contractual nature, and the senior consultant will not claim for absorption to any post(s) in the NEC Secretariat. The engagement can be cancelled by the NEC Secretariat at any time and without assigning any reason.
- iii. Monthly remuneration would be in range Rs. 75,000 per month and yearly increment of Rs. 3000 will be admissible subject to satisfactory performance.

**2. Period of Engagement:**

The initial period of engagement shall be for two years. Extension of service beyond the two years of engagement would be on a year-to-year basis subject to functional requirement, appraisal of the performance and medical fitness of the individual with a maximum of three extensions.

The senior consultant shall have to apply for an extension, and the Concerned Sector Heads would give a certificate of the work done by him/her along with recommendations for or against further extension.

### **3. Place of Work:**

The place of work will be NEC Secretariat, Nongrim Hills, Shillong.

### **4. Other Terms and Conditions:**

- The payment of T.A/D.A., whenever required, will be governed by the existing rules of the Central Government as admissible to Group 'B' staff or as approved by the Competent Authority from time to time.
- The senior consultant shall be eligible for 8(eight) days casual leave and benefits of maternity leave to contractual woman consultant will be governed by the provisions of the Maternity Benefit (Amendment) Act, 2017.
- As far as residential accommodation is concerned, the senior consultant will have to make his/her own arrangement, and the cost thereof will have to be borne by the senior consultant himself/herself.
- The senior consultant is responsible for arranging and maintaining their own insurance, including health and life coverage, for the duration of the contract.
- NEC may require a medical fitness certificate from a registered physician before the consultant begins work in NEC offices.
- The consultant must comply with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, and related Government of India rules.
- Police verification will be carried out as per MHA guidelines, and a negative report will lead to immediate termination without notice.
- All intellectual property created for NEC during the contract will belong to NEC. In case of death, injury, or illness attributable to official duties, the consultant or dependents will not be entitled to compensation.

### **5. Submission of Applications:**

The interested candidate may download the application form from the NEC website and send their duly filled in application with the detailed bio-data latest by the 31<sup>st</sup> March 2026 to the Director (Admin), North Eastern Council Secretariat, Nongrim Hills, Shillong-793003, Meghalaya. The applicants who will be shortlisted for skill test and interview based on fulfilment of all eligibility criteria will be informed of the date and time of skill test and interview individually. However, no request for postponement of the date of skill test/interview for whatever reason(s) will be entertained.

### **6. Method of Recruitment:**

The short-listed candidates will be called for skill test and interview to be held in the NEC Secretariat, Shillong.

### **7. Signing of Agreement:**

The selected candidates will have to sign a contract with NEC as per usual terms and conditions.

**8. Supervision:**

The supervision of the Consultant would be done by respective Sector Heads.

**9. Redressal of Grievances/Settlement of Disputes:**

The decision of the Secretary, NEC in all matters of engagement of senior consultant will be final and binding. The NEC Secretariat reserves the rights to accept or reject any or all of the applications received for engagement of senior consultant without assigning any reason thereof.

## Annexure - I

Details of desired qualifications, roles and responsibilities of senior consultant, on contractual basis in the NEC Secretariat

S. No	Proposed senior consultants	Desired Qualification and Experience	Roles and responsibilities
1	Agriculture & Allied Sector	<ul style="list-style-type: none"> <li>Bachelor's &amp; Master's degree in Agriculture/ Horticulture/ Veterinary Science/ Fisheries/ or related discipline recognised university.</li> <li>6 years of experience in agricultural or allied sector project implementation, value-chain development, or rural development programs.</li> <li>Familiarity with government schemes and field-level coordination.</li> <li>Working experience in North-East region.</li> </ul>	<ul style="list-style-type: none"> <li>Help in the appraisal and monitoring of agriculture, horticulture, livestock, and fisheries projects in the NER.</li> <li>Help in getting updates on projects from the state agriculture departments, research institutions, and field offices.</li> <li>Help in preparing sectoral information and analytical notes on productivity, value chain development, strategic research, and rural infrastructure.</li> <li>Help in planning multi-state agri-allied projects, keeping in mind the NEC's regional development goals.</li> <li>Help in organizing meetings and documentation for sectoral reviews.</li> <li>Help in monitoring the implementation difficulties and preparing follow-up reports</li> </ul>
2.	Tourism	<ul style="list-style-type: none"> <li>Degree in Tourism Management/ Hospitality/ Geography or related field recognised university</li> <li>3-5 years of experience in tourism planning, destination development, or tour &amp; travel activities.</li> <li>Experience with stakeholder coordination and project documentation.</li> <li>Working experience in North-East region.</li> </ul>	<ul style="list-style-type: none"> <li>Track and record the progress of tourism infrastructure, destination development, and promotion projects.</li> <li>Work in coordination with the state tourism departments and other stakeholders.</li> <li>Prepare sector briefs, project summaries, and recommendations for enhancing tourism connectivity and visitor experience.</li> <li>Help in creating tourism data sets and maintaining up-to-date information on circuits, facilities, and regional assets.</li> <li>Help in organizing workshops, consultations, and field visits related to tourism.</li> <li>Help in planning multi-state tourism projects in line with the regional priorities of NEC</li> </ul>
3.	Health	<ul style="list-style-type: none"> <li>Master's degree in Public Health/ Health Administration/ Community Medicine/ Nursing, or related field.</li> </ul>	<ul style="list-style-type: none"> <li>Assistance in preparation and monitoring of projects in the health sector, including proposals, progress reports, and review notes.</li> </ul>

S. No	Proposed senior consultants	Desired Qualification and Experience	Roles and responsibilities
		<ul style="list-style-type: none"> <li>3–5 years of experience in health sector program management, monitoring, or implementation recognised university</li> <li>Knowledge of public health systems, health indicators, and government health schemes.</li> <li>Experience in stakeholder coordination, data analysis, and report preparation.</li> <li>Working experience in North-East region.</li> </ul>	<ul style="list-style-type: none"> <li>Coordination with State Health Departments, medical institutions, and agencies for information and resolution of implementation-related issues.</li> <li>Tracking sector data and dashboards for planning and monitoring of health infrastructure and outcomes.</li> <li>Review of technical documents and assistance in organization of meetings, consultations, and field visits.</li> <li>Preparation of reports, follow-up actions, and project documentation and compliance</li> </ul>
4.	Education	<ul style="list-style-type: none"> <li>Master's degree in Education/ Educational Planning/ Social Sciences/ Public Policy, or related field recognised university</li> <li>3–5 years of experience in education sector programs, school or higher education reforms, or skill development initiatives.</li> <li>Familiarity with education policies, institutional frameworks, and sectoral indicators.</li> <li>Experience in research, documentation, and coordination with state education departments or institutions.</li> <li>Working experience in North-East region.</li> </ul>	<ul style="list-style-type: none"> <li>Help in the preparation and tracking of education and skill development project proposals and sector plans.</li> <li>Coordinate with the State Education Departments, universities, and training institutions for project updates and data inputs.</li> <li>Track education sector indicators and prepare progress reports and analytical notes.</li> <li>Help in review meetings, workshops, and field visits, ensuring that documentation is done on time.</li> <li>Track project files, approvals, and follow-up actions related to education and human resource development projects</li> </ul>
5.	Industry and Logistics	<ul style="list-style-type: none"> <li>Degree/Master's in Economics/ Commerce, International Business/MBA or related field recognised university</li> <li>3–5 years of experience in export promotion, trade facilitation, value-chain analysis, or market linking.</li> <li>Knowledge of industry clusters, product development, and trade policies.</li> <li>Working experience in North-East region.</li> </ul>	<ul style="list-style-type: none"> <li>Assist in the development and monitoring of initiatives that seek to enhance exports, market access, and product competitiveness in NER.</li> <li>Coordinate with the state industries departments, export councils, chambers of commerce, and MSME organizations.</li> <li>Keep sector-wise export statistics, perform basic market analysis, and monitor the progress of export-linked projects.</li> <li>Aid in the preparation of documents for value chain enhancement, quality improvement, and market linkage schemes.</li> <li>Help in the organization of export promotion activities,</li> </ul>

S. No	Proposed senior consultants	Desired Qualification and Experience	Roles and responsibilities
			<p>capacity-building sessions, and stakeholder engagement.</p> <ul style="list-style-type: none"> <li>Develop analytical notes, trade briefs, and follow-up reports for perusal by NEC leadership.</li> </ul>
6.	Planning Sector	<ul style="list-style-type: none"> <li>Master's degree in Economics/ Statistics/ Mathematics/ Public Policy or related fields from recognised university</li> <li>3-5 years of experience in economic planning, formulation of developmental schemes/projects and analysis of schemes/projects.</li> <li>Strong skills in computer applications, data analysis and policy research.</li> <li>Experience working with Central/State Government departments.</li> <li>Familiarity with issues, geography, and development priorities of the North Eastern Region.</li> <li>Ability to prepare notes, briefs, and presentations for senior decision-makers.</li> </ul>	<ul style="list-style-type: none"> <li>Support Planning Sector, NEC in regional planning, including preparation of Regional Plans per NEC's mandate and MDoNER goals.</li> <li>Assist in appraisal and prioritization of projects proposed by States and sector divisions.</li> <li>Conduct data analysis and prepare planning insights, including socio-economic indicators, infrastructure gaps, and sectoral performance.</li> <li>Coordinate with State Planning Departments to gather inputs, progress updates, and project readiness information.</li> <li>Prepare analytical notes, concept briefs, issue papers, and presentations for NEC meetings, reviews, and inter-ministerial discussions.</li> <li>Maintain data repositories, dashboards, and planning databases for improved decision-making.</li> <li>Organizing meetings, events, workshops, etc. and any other work assigned from time to time</li> </ul>