



**NABARD Consultancy Services**  
**(A wholly owned subsidiary of NABARD)**  
**(An ISO 9001: 2015 Company)**

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**Requirement of Project Based Contract Staff for Skills for Livelihood project including execution of Deen Dayal Upadhyay Grameen Kaushalya Yojana (DDU-GKY) in New Delhi**

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](http://www.nabcons.com)) invites **ONLY ONLINE** applications from Indian Citizens for the post of Programme Director (01 Post) as Project Based Contract Staff at Corporate Office, New Delhi.

**A) Key Responsibilities & Eligibility Criteria**

**Key Responsibilities:**

- i. To lead the team of Consultants and Associate Consultants stationed at Corporate Office and Regional Office, TSA, PAA & Other miscellaneous projects.
- ii. Coordinate overall operation system and processes involved in implementation of DDU-GKY projects and other miscellaneous projects.
- iii. Support in better management of reporting and information flow from SRLM/TSA/States to Corporate Office and Vice-versa.
- iv. To ensure that appropriate standards of conduct are established and complied with as per DDU-GKY scheme guidelines, which may accessed at the following link:  
[http://ddugky.gov.in/sites/default/files/SOP/DDUGKY\\_CNN\\_aligned\\_Guidelines\\_July\\_2016.pdf](http://ddugky.gov.in/sites/default/files/SOP/DDUGKY_CNN_aligned_Guidelines_July_2016.pdf)  
and Standard Operating Procedures (SOP) which may be accessed at the following link:  
[http://ddugky.gov.in/sites/default/files/SOP/SOP\\_Part\\_1.pdf](http://ddugky.gov.in/sites/default/files/SOP/SOP_Part_1.pdf) &  
[http://ddugky.gov.in/sites/default/files/SOP/SOP\\_Part\\_2.pdf](http://ddugky.gov.in/sites/default/files/SOP/SOP_Part_2.pdf)
- v. To implement, maintain and manage an effective system of controls to monitor the schemes covering non-financial as well as financial activities by improving the organizational planning, operational systems, processes, information flow and reporting.
- vi. To be responsible for reporting and communication to NABCONS Corporate Office (Delhi) & Regional Office, MoRD, SRLMs, Project Implementing Agencies (PIAs), other clients, etc.
- vii. To be responsible for preparation of request letters to MoRD, SRLMs, other clients, etc. for releasing of monitoring cost/Fees etc., as per MoU/Work Order.
- viii. To be responsible for preparation of reply letters to MoRD, SRLMs, other clients, etc. for sending reply with reference to their queries/observations/letters, etc.
- ix. To represent the CTSA in review meetings in NABCONS Corporate Office, MoRD, SRLMs, other clients, etc.
- x. Review the implementation and efficiency of quality and inspection systems
- xi. Conduct Capacity building of various stakeholders like SRLM officials, PIAs etc. on DDU-GKY Standard Operating Procedures.
- xii. Shall strive to build employer and industry connect for strengthening DDUGKY Placement
- xiii. Shall develop proposals for business development in skill ecosystem
- xiv. Undertake Skill Gap Analysis, Aspiration Study, IA Study, Tracer Study etc.
- xv. Develop repository of best practices
- xvi. Facilitating ToT, R&D Activities under DDU-GKY

- xvii. To facilitate SRLMs/PIAs in scouting new PIAs and facilitating application process.
- xviii. Undertaking placement and financial verification as and when required.
- xix. Any other work assigned by NABCONS from time to time

**B) Eligibility Criteria:**

**a. Educational Qualification:**

Minimum Educational Qualification	Other Criteria
2 years full time PG degree qualification in Management, Agriculture, Economics, Social sciences, Engineering and other related discipline with minimum 55% marks from a recognized institution  With Graduation (full time) in any subject from a recognized institution.	<ul style="list-style-type: none"> <li>• Proficiency in reading, writing and speaking in English and Hindi</li> <li>• Proficiency in Report writing, MS- Excel, MS-Word, Power point is desirable</li> </ul>

**b. Experience:**

Essential Experience
<ul style="list-style-type: none"> <li>• Minimum 15 years of post-qualification experience with minimum 5 years in Monitoring &amp; Evaluation/Appraisal in Rural Development/Skill Development/Livelihood/ Monitoring of Social Sector</li> <li>• Candidates having experience as a Team Leader in Nation/State</li> </ul>

**C) Remuneration:**

- Candidates will be paid consolidated remuneration (u/s 192 of the IT Act) based on the experience, educational qualification and overall suitability of the candidate for the post as under:

Position	Range of Remuneration- Per month
Programme Director	Rs. 1,50,000/- per month

*@The staff will be liable for tax liabilities as per Income Tax Act & Rules in force and the tax will be deducted at source*

- Other than the above remuneration, candidate is also eligible for other facilities/allowances.

**D) Age:**

Position	Age (as on 01 June 2021)
Programme Director	Below 50 years

**E) 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 the contract is terminable by three months' notice on either side.

**F) How to Apply:**

Interested candidates may apply online in the prescribed format within 10 days from 15 June 2021 to 24 June 2021 by clicking on the following links and filling the details therein:

S.No.	Name of the Post	Link
1	Programme Director	<a href="https://forms.gle/QotC5MmZtKFNPnvZ7">https://forms.gle/QotC5MmZtKFNPnvZ7</a>

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.

**G) Last date for submission of online applications: 24 June 2021**

**H) General Information:**

- Only Shortlisted candidates will be called for the interview. 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 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 of the candidate appointed will initially be at Corporate office, New Delhi. They may however be liable to be posted anywhere in India as per project requirement.
- NABCONS will not provide accommodation for the selected/appointed candidates.
- List of selected and waitlisted candidates for the post will be uploaded in NABCONS website ([www.nabcons.com](http://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.
- 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 as per eligibility criteria.
- 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.

- The contractually engaged staff shall have no legal claim to regular absorption either during the period of contract or after the period of contract expires. Similarly, the Contract Appointee will have no claims as to seniority
- NABCONS reserves the right to cancel the recruitment for the captioned post without assigning any reason at any stage.

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Advt. Ref. No. NABCONS/CO-HR/003/PBCS/2021-22

Dated: 15 June 2021