

**IMMEDIATE**

**No. A-22011/1/2008-E&F  
Government of India  
Planning Commission**

**Subject : Recruitment of Consultant (Young Professional) in  
Environment and Forests Division, Planning Commission,  
New Delhi.**

**Environment and Forests** Division, Planning Commission requires services of **one Young Professional** for appointment as non-official Consultant (Young Professional) with the following job description and educational qualification:-

- (i) Job Requirement As per detailed Terms of Reference at Annexure I.
- (ii) Essential Qualifications **Young Professionals :**
- a. Professionals having Masters Degree in relevant subjects (Environment, Forestry and other Sciences) or technical qualifications like B. Tech, MBA or equivalent in relevant field/subject. Persons with M. Phil or additional qualifications, research experience, published papers and post qualification experience in the relevant field would be preferred.
  - b. Retired Government employees with (i) Grade pay of Rs.6600 and above & (ii) at least 5 years experience in the required domain field would also be eligible for this position.
  - c. Knowledge of computer application, MS Office including Excel, Access etc.
- (iii) Desirable
- Good Academic Record.
  - Strong communication skills, both oral and written.
  - Analytical and presentation skills with ability to generate a well researched and written report.

- Experience in collection, compilation and analysis of statistical data, computer skills and preparation of Project Reports/ Reviews/ Notes/ Briefs etc. Experience in planning, plan formulation at the National or State level.
- (iv) Duration Candidates selected will be appointed on contract basis for an initial period of one year. This term can be extended upto maximum 5 years depending on the performance of the candidate/need of the Planning Commission. However, the maximum duration of the contract will not be extended beyond five years.
- (v) Fee
- For Outside Expert The consolidated fee shall range between Rs.25,000/- and Rs.40,000/- per month (for Young Professionals)/ depending on the qualification and work experience of the selected candidate.
- For Retd. Govt. The amount of fee in the case of retired Government officials appointed as Young Professional shall be decided in such a way that the fee plus pension drawn by them shall not exceed the last pay drawn. However, they will continue to draw pension and the dearness relief on pension during the period of their engagement as Young Professional.
- (vi) Local Conveyance Young professional will be paid an additional amount of Rs.1500/- per month (in case of Young Professionals) as local conveyance.

2. Interested candidates may send their CV in the enclosed format by e-mail/post within 15 days from publication of this vacancy in newspaper at the following address:-

Dr. Biswajit Banerjee,  
Director(Forestry), Planning Commission  
Room No. 306, Yojana Bhawan,  
Sansad Marg,  
New Delhi-110 001  
Tel. 011-2309 6720  
Email : biswajit.banerjee@nic.in

**Terms of Reference (TOR) for Consultant (Young Professional, E&F)**

1. To carry out in-depth scrutiny/objective assessment of all Eleventh Plan Central and Centrally Sponsored Schemes/programmes and proposal for Twelfth Five Year Plan relating to **Environment, Forestry, Wildlife, Bio-diversity & Animal Welfare** followed by technical appraisal of Ministry's Twelfth Plan proposals.
2. To scrutinize all technical proposals received from the Ministry for Clean Development Mechanism (CDM), Expert Committee (on SAPCC) Meetings and prepare technical comments/briefs.
3. To prepare briefs in respect of E&F Sector for all 29 States and 6 UTs indicating each State/UTs priorities prior to Annual Plan discussions.
4. To scrutinize Annual Plan proposals of the States/UTs and Ministry of Environment and Forests and carry out review of performance of each on-going Plan scheme.
5. To report to Director (E&F Division) and assist other senior officers of the Division in drafting, editing, preparing reports, etc.

**Deliverables expected**

1. Notes/inputs containing comments of the Division on proposals received from the Ministry, other divisions of Planning Commission and other organisations.
2. Crisp Notes containing review, appraisal, etc. of policy, strategy, road maps, institutional mechanism being implemented under different Plan schemes of the Ministry of E & F over different Plan period.
3. Inputs/comments on issues, files and other specialized tasks assigned from time to time.
4. Compilation, collation and analysis of data related to formulation, implementation, monitoring and evaluation of different Plan schemes.
5. Prepare discussion material for Working Group meetings on Annual Plans of States and UTs with Planning Commission.
6. Organise meetings of the division, preparing agenda and minutes.

Application format for appointment as Consultant (Young Professional, E&F) in the Planning Commission.

1. Name :
2. Father's Name :
3. Date of Birth :
4. Domicile :
5. Nationality :
6. Mailing address :  
(Tel./Mob, No. and E-mail address)
7. Permanent address :
8. Educational Qualification :

S.No.	Course	Subject	University/Institute	Year of Passing	Division/Class

9. Work Experience :

S.No.	Organization/ Institute	Period		Nature of Work	Remarks
		From	To		

10. Whether SC/ST/OBC :

11. Reference:

(Signature)

Date