

No. M-11012/24/2010-SJ&SW  
Planning Commission  
(Social Justice & Social Welfare Division)

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Yojana Bhavan Sansad Marg,  
New Delhi Dated: .05.2013

**Subject: Recruitment of One Research Associate in the Social Justice & Social Welfare Division, Planning Commission.**

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The Social Justice & Social Welfare Division, Planning Commission requires the service of one Research Associate on contract basis with the following job description, educational qualification, terms and conditions:

1. **Precise statement of objectives:** The Research Associate is require to look after and provide specific inputs in the matter relating to implementation monitoring and review of SCSP and TSP of the Central Ministry/Departments and work of Independent Evaluation office.
2. **Outline of the tasks to be carried out:**
  - (i) Organize review meetings with Central Ministries/Departments and States/UTs.
  - (ii) Prepare brief on the performance of SCSP/TSP, and analytical notes
  - (iii) Quarterly review/monitor the implementation of SCSP/TSP and to report to the PMO.
  - (iv) Compile best practice of Central Ministries/Departments.
  - (v) Critically analyze the performances of implementation of schemes under SCSP/TSP.
  - (vi) Assess the pace of expenditure incurred by the Central Ministries/Departments and States/UTs under SCSP/TSP.
  - (vii) Assist in matters related to Parliament/ Parliamentary Committee on SCSP/TSP
  - (viii) Co-ordination with the work of nodal Ministries.
  - (ix) Assist senior officers of the Commission in the formulation of annual plan and policy thereto and such other work as may be assigned from time to time.
  - (x) Look after the work related to Independent Evaluation Office.
3. **Qualifications and Experience:**
  - (i) Masters' Degree in Social Work/Economics/Anthropology/Sociology/ Social Development from a recognized University.
  - (ii) 10years' experience in research/evaluation/development/planning/ Execution of social development projects.
  - (iii) Knowledge of planning process, such as formulation of plan and policy, research experience would be preferred.
  - (iv) Knowledge of computer packages such as Word, Excel, Power Point, Internet and E-mail.
  - (v) Ph.D degree in relevant subject will be treated as additional qualification.
  - (vi) Candidates with track record of publication shall be preferred and experience in Data collection, compilation, analysis and preparation of report on SCs/STs will be preferred.
  - (vii) Experience in Administration/Financial matters will be treated as an additional qualification.

4. **Duration:**

Candidate selected will be appointed on contract basis for a period of one year.

5. **Age Limit:** The age limit for Research Associate shall be 65 years and preference shall be given to retired Government Officers.

6. **Fee and Conveyance:**

**Fee** The consolidated fee shall range between Rs.40000/- to Rs.70000/- per month depending on qualification and experience.

**Local Conveyance** The Research Associate will be paid an additional amount of Rs.3000/- per month as local conveyance.

7. **Selection Process will be as follow:**

Screening and shortlisting of eligible candidates on the basis of qualification/experience, using a bench mark will be considered by the Consultant Evaluation Committee in the Planning Commission. Selection will be guided by relevant orders issued by Planning Commission from time to time.

8. Interested candidates may send their bio-data in the enclosed format by post so as to reach the Planning Commission within 15 days from the publication of this vacancy in newspaper at the following address:

Dr. A. Kachhap  
Joint Adviser  
Planning Commission  
Social Justice & Social Welfare Division  
Room No. 458, Yojana Bhavan,  
Sansad Marg, New Delhi 1100 01.  
Ph: 011 23096615  
E-mail: [kachhap@nic.in](mailto:kachhap@nic.in)

**NO E-MAIL APPLICATION WOULD BE ENTERTAIN**

**Application format for appointment as Research Associate in the Planning Commission**

1. Name: \_\_\_\_\_

2. Father's Name: \_\_\_\_\_

3. Date of Birth: \_\_\_\_\_

4. Domicile: \_\_\_\_\_

5. Nationality: \_\_\_\_\_

6. Mailing address (with Tel./Mob. No. and E-mail address):  
\_\_\_\_\_  
\_\_\_\_\_

7. Permanent address:  
\_\_\_\_\_  
\_\_\_\_\_

8. Educational Qualification:

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

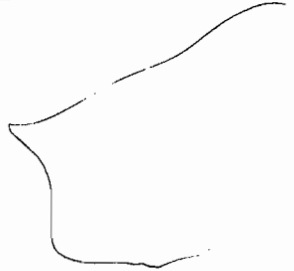
9. Work Experience:

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

10. Whether  
SC/ST/OBC: \_\_\_\_\_

11. Reference:

- (i)
- (ii)



(Signature)

Date \_\_\_\_\_