

P-12099/21/2013/LEM/ERS
Planning Commission
Labour Employment & Manpower Division

Sub: Requirement of Research Associate in the Labour Employment and Manpower Division in the Planning Commission.

The Labour Employment and Manpower (LEM) Division, Planning Commission requires services of Expert for appointment as Research Associate with the following job description and education qualification:

- i) Job Requirement As per detailed Terms of Reference at Annexure – I
- ii) **Essential Qualifications:**
 - a) Professionals having Masters, M.Phil Degree's in Economics, Statistics with sound knowledge of Econometrics and minimum post qualification experience of 2-3 years in requisite field as mentioned in the detailed Terms of Reference.
 - b) Knowledge of computer application, MS Office including Excel, Access etc.
- iii) **Desirable – Good Academic Record**
 - a. Strong communication skills.
 - b. Capable of data analysis and with ability to generate a well research and written report/note etc.
 - c. Experience in collection, compilation and analysis of data.
 - d. Preference to candidates with 2-3 years experience will be given.
 - e. Expertise in statistical analysis, knowledge of computer application, SPSS & Excel.
 - f. Preference will be given to Officers who have retired from Govt. Offices in the grade pay of 7600 with at least 10 years of experience of working in the Govt. Candidates having additional qualifications, research experience; published papers in the relevant field would be preferred.
- iv) **Duration:** The period of engagement of Research Associate will be 1 year and it will be of a temporary (non-official) nature and the engagement will be cancelled at any time by the Commission without assigning any reasons.
- v) **Age Limit:** The maximum age limit for Research Associate shall be 65 years.
- vi) **Fee for Expert:** The Consolidated fee shall range between Rs.40,000/- to Rs.70,000/- per month.
- vii) **Local conveyance:** The Research Associate will be paid an additional amount of Rs.3000/- per month as local conveyance.
- viii) No TA/DA shall be admissible for joining the assignment or on its completion. Consultants will not be allowed foreign travel at Govt. expenses. However, consultants shall be allowed TA/DA for their travel inside the country in connection with the official work.

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

Smt. Jeewan Sharma
Deputy Secretary
Labour Employment & Manpower Division
Room No.563, Yojana Bhavan,
Sansad, Marg, New Delhi – 110 001.
Tele: 23096591
E-mail: jeewan.sharma@nic.in

Terms of Reference for Appointment of Research Associate in Labour, Employment and Manpower Division of the Planning Commission

- I. **Analytical and Estimation Work including:**
 - i) Estimation of labour force, employment and unemployment – Analysis of data and trends in participation rates, labour force/work force, unemployment and industrial distribution of work force from Census and National Sample Survey Organization.
 - ii) Estimation of stock and economically active educated manpower – Analysis of information of intake and outturn of educated manpower by different categories and requirements of different categories of manpower.
 - iii) Estimation of status of employment – casual, regular, salaried and self-employment.
 - iv) Estimation of employment elasticity from growth of employment and growth of GDP.
 - v) Estimation of sectoral employment and projection and Studies on employment and connected issues.
 - vi) Employment Strategy, Labour and Manpower policy for the Five Year Plans and Annual Plans.
 - vii) Matters pertaining to the details of employment strategy, labour and manpower policy in the Five Year Plans.
 - viii) General employment and labour matters including monitoring of employment trends, strategy etc.
 - ix) Skill Development Initiative
 - II. **Plan schemes for labour and labour welfare and special employment**
 - i) Labour and Labour Welfare Schemes – Central and State Plans for resource allocation for Training, Employment Service, Labour Welfare and Labour Research.
 - ii) Employment aspects of Plan Schemes and Special Employment Programmes in State Plans.
 - iii) Formulation of Plan in terms of preparation of the Chapter on Labour, Employment and Manpower in the Five Year Plan documents and Chapter on the labour and Training in the Annual Plan documents.
 - iv) Examination of social security schemes available and policy relating to them.
 - v) Examination of labour laws and policy relating to them.
 - vi) Examination of plan proposals of the Ministry of Labour and State Governments/Union territory Administrations on employment programmes run by other Ministries.
 - III. **Labour Policy**
 - i) Matters pertaining to bonded labour, child labour, women labour, migrant labour, industrial safety and enforcement of minimum wages.
 - ii) Matters connected with administrative work of Institute of Applied Manpower Research and release of monthly non-plan grants-in-aid for IAMR.
 - iii) Matters relating to plan schemes of new campus of AMR in Narela.
 - iv) Matters relating to work of General Council (GC), Executive Council (EF) and Standing Committee on Research Project (SCRIP) of IAMR.
- Others**
- i) Work relating to Technical Advisory Committee on Statistics of prices and cost of living.
 - ii) Work relating to Technical Advisory Committee on Survey, Design on Employment and Unemployment conducted by NSSO.

**Format for the Application for the Post of Research Associate in LEM Division,
Planning Commission**

1. Name
2. Date of Birth
3. Father's Name
4. Domicile:
5. Nationality:
6. Mailing Address (with tele./Mob.No. and e-mail)
7. Permanent Address
8. Educational Qualifications

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)

Date:

Place:

(Signature)