

F.No.11014/14/2011/S&T  
Planning Commission  
(Science and Technology Division)

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Sub: Requirement of Consultant in the Science & Technology Division,  
Planning Commission. New Delhi

The Science and Technology Division which is dealing with planning and coordinating activities of Central Scientific Ministries/Departments/Agencies viz. Deptt. of Space (DOS), Deptt. of Atomic Energy (DAE-R&D), Deptt. of Science and Technology (DST), Deptt. of Scientific and Industrial Research (DSIR) including Council of Scientific and Industrial Research (CSIR), Deptt. of Biotechnology (DBT) and Ministry of Earth Sciences (MoES) as well as Science & Technology (S&T) programmes of various States/UTs, needs services of a **Consultant**. The job requirement, qualifications, etc are as follows:

**(A) Job requirement:**

- (i) Facilitate in the activities on planning process for S&T Sector and thereby preparation of concept papers/policy papers, etc
- (ii) Preparation of discussion papers, appraisal notes for the consideration of senior officers and providing support in organizing meetings and related activities.
- (iii) Any other work assigned by Adviser (S&T).

**(B) Qualifications:**

**(a) Essential:**

- (i) Masters Degree in Science or Bachelors Degree in Engineering of a recognized University or equivalent.
- (ii) 10 years experience in research/design/development or in planning/execution of research and development programmes/projects in the field of science & technology.
- (iii) Computer Skills in word processing, excel, power point presentation, etc

**(b) Desirable:**

- (i) Ph.D. degree in any area of Science or Masters Degree in Engineering of recognized University.

- (ii) Experience of conducting/organizing/planning research in multi-disciplinary areas or in frontier areas/newly emerging areas in science & technology.
- (iii) Experience of collection, analysis and dissemination of scientific and technological information.

For **Retired Government Employees** the minimum requirement is Grade Pay drawn on the day of superannuation is Rs 7600/- or above. The other components of qualifications, etc remain same.

#### (C). Duration

- (i) The appointment of Consultant would be on Full-Time basis and he/she would not be permitted to take up any other assignment during the period of Consultancy with the Planning Commission. The appointment would be of a temporary (non-official) nature.
- (ii) Candidates selected will be appointed on contract basis for an initial period of one year. This term can be extended for a maximum period of five years on year to year basis depending upon performance/need of the Planning Commission. The maximum period of engagement of Consultant shall not exceed 5 years in any case. However, the appointment can be terminated by Planning Commission at any time without giving any reasons.

#### (D). Age limit

The maximum age limit shall be 65 years.

#### (E). Fees & Local Conveyance

- (i) Rs. 40,000/- to Rs. 70,000/- depending upon educational qualification and experience plus Rs. 3000/- p.m. as local conveyance.
- (ii) The amount of fee in the case of retired government official appointed as Consultant shall be decided in such a way that the fee plus pension drawn by him / her shall not exceed the last pay drawn.

#### (F). Other Aspects of Appointment

1. A retired Government officials appointed as Consultant shall continue to draw pension and the dearness relief on pension during the period of his engagement as Consultant. His / her engagement as Consultant shall not be considered as a case of re-employment.

2. The Consultant shall not be entitled to any allowance such as Dearness Allowance, Residential Telephone, Transport Facility, Residential Accommodation, Personal Staff, CGHS, Medical Reimbursement etc. However, they will be entitled for “local conveyance” as mentioned above.
3. Consultant shall be eligible for 8 days’ leave in a calendar year on pro-rate basis. Therefore, he/she shall not draw any remuneration in case of his / her absence beyond 8 days in a year (calculated on a pro-rata basis). Also unavailed leave in a calendar year cannot be carried forward to next calendar year.
4. No TA/DA shall be admissible for joining the assignment or on its completion. Consultant will not be allowed foreign travel at Government expenses. However, they will be allowed TA/DA for their travel inside the country in connection with the official work as per rules.

Interested candidates may send their CV as per the attached proforma by e-mail or post or even deliver by hand. The last date for receipt of applications is 15 days from the date of publication of this advertisement in the news paper. Those who have applied earlier against the advertisement No. 11014/25/2007-S&T dated 23-06-2011 need to apply again.

Apply to:

The Branch Officer

Science and Technology Division

Room No.546

Yojana Bhawan, Sansad Marg,

New Delhi 110 001

E-Mail: [stech-pc@nic.in](mailto:stech-pc@nic.in)

**Format for the Application for the Post of Consultant in Science and Technology  
Division of the Planning Commission**

Passport Size Photograph
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- 1. Name**
- 2. Father's Name**
- 3. Date of Birth**
- 4. Mailing Address**
- 5. Permanent Address**
- 6. Academic Qualifications**  
(in chronological order starting from  
the most recent)
- 7. Technical skills acquired, if any**
- 8. Computer Knowledge**
- 9. Present Employment and Details**
- 10. Past Experience, if any**
- 11. Research Outputs**
- 12. Please provide (in 200 words)**  
**Statement of Purpose**
- 13. Name, Address and Contact Number**  
**Of two references with whom the**  
**Candidate has worked**

1.

2.