CONSULTANT (VOLUNTARY ACTION), PLANNING COMMISSION

Location: New Delhi

Application Deadline: 06.06.2008

Purpose:
To assist and support on activities and issues pertaining to involvement of VOs / NGOs in development.

Major tasks to be accomplished:

To assist in:
- managing and updating NGO database.
- reviewing write-ups and statistical information on voluntary sector provided in Annual Plans of States and concerned Departments / Ministries.
- Implementing recommendations of the National Policy on the Voluntary Sector.

Gross Salary: Rs. 18,000/- to 25,000/- per month depending on qualification and experience.

Minimum qualifications & experience required:

The candidate at minimum should have:
1. Masters’ or higher degree in Social Sciences / Economics / Management or related areas.
2. Two years experience of working in development sector / voluntary sector would be preferred.
3. Strong communication skills and good knowledge of Microsoft Packages, including Excel, Access, etc.

Please send your brief resume mentioning two references, by the stipulated date to Deputy Adviser (VAC), Planning Commission, Yojana Bhavan, New Delhi-110001, to the following e-mail:
lalit-pc@nic.in

Only applications of short-listed candidates will be acknowledged.