

File No. VSE-17/1/2010  
**Government of India**  
**Planning Commission**  
**Village & Small Enterprises ( VSE Division)**

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**Applications are invited for One “Young Professional” in the Village & Small Enterprises Division (Handlooms & Handicrafts) of Planning Commission on payment of consolidated monthly fee ranging between Rs. 25,000/- to Rs. 40,000/- plus Rs. 1,500/- as Local Conveyance. Full details of the vacancy circular are available on the Planning Commission website: [www.planningcommission.govt.in](http://www.planningcommission.govt.in) under the sub section appointments/job.**

**The last date for receipt of applications is 15 days from the date of publication of this advertisement in the newspaper.**

File No. VSE-17/1/2010  
**Government of India**  
**Planning Commission**  
**Village & Small Enterprises**  
**(VSE Division)**

Dated: 25<sup>th</sup> July, 2013

Village & Small Enterprises Division (Handlooms & Handicrafts) of Planning Commission requires services of one Outside Expert for appointment as **non-official Consultant (Young Professional)** for dealing with Handloom & Handicrafts Sectors with the following job description and educational qualifications:-

**1. Job Requirements:**

- (i) To deal with issues related to Handloom & Handicrafts Sectors.
- (ii) Knowledge of Government policies & regulations in regard to development/promotion of Handloom & Handicrafts Sectors.
- (iii) Examination and appraisal of proposals received from various Ministries/States/Public Sector Undertakings/Industry Associations / Individuals etc. concerning policies, programmes and investments in the above industries.
- (iv) Maintaining coordination with and reviewing and monitoring of programmes of concerned Ministries/Departments, etc. relating to Handloom & Handicrafts Sectors.
- (v) Assisting Senior Officers in the Commission in the formulation of Annual, Five Year and Long-term Perspective Plans including policies thereto and such other work relating to the above Sectors as may be assigned from time to time, e.g. in connection with Parliament and its Committee, VIP references etc.

**2. Essential Qualifications:**

- (a) Professionals having Master's Degree in relevant subject or technical qualifications like B-Tech, MBA or equivalent in the relevant field/subject. Persons with M-Phil or additional qualifications, research experience, published papers and post-qualifications experience in the relevant field would be preferred.
- (b) Knowledge of Computer applications, MS Office, including Excel and E mail etc.

**3. Desirable :**

- Good Academic Record.
- Strong communication skills, both oral and written.
- Analytical and presentation skills with ability to generate well-researched and written reports.
- Experience in collection, compilation and analysis of statistical data, computer skills and preparation of Project Reports/Reviews/Notes/ Briefs etc.

**4. Duration:**

Candidate selected will be appointed on contract basis for an initial period of one year. This term can be extended up to 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.

**5. Age Limit:**

The maximum age limit for **Young Professional** shall be 40 years.

**6. Fee: For outside experts:**

The consolidated fee shall range **between Rs. 25,000/- to Rs. 40,000/- per month** depending on the qualification and work experience of the selected candidate.

**7. Local conveyance:**

**Young Professional will** be paid an additional amount of Rs. 1500/- per month as local conveyance.

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

**(A.K.Khullar)**

Joint Adviser (VSE)  
Room No. 346, Yojana Bhawana,  
Planning Commission,  
Sansad Marg, New Delhi-110001.  
Telephone : 2375 3166  
E mail : [akkhullar@nic.in](mailto:akkhullar@nic.in)

Details are also available on the Planning Commission website:  
[www.planningcommission.govt.in](http://www.planningcommission.govt.in) under the sub-section appointments /job.

**APPLICATION FORMAT FOR APPOINTMENT AS NON-OFFICIAL CONSULTANT (YOUNG PROFESSIONAL) IN THE VILLAGE & SMALL ENTERPRISES DIVISION (HANDLOOMS & HANDICRAFTS), PLANNING COMMISSION**

1. Name: \_\_\_\_\_
2. Father's Name: \_\_\_\_\_
3. Date of Birth: \_\_\_\_\_
4. Domicile: \_\_\_\_\_
5. Nationality: \_\_\_\_\_
6. Mailing Address (with telephone/mobile No. and E-mail) address \_\_\_\_\_  
\_\_\_\_\_
7. Permanent Address: \_\_\_\_\_  
\_\_\_\_\_

8. Educational Qualifications:

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

9. Work Experience:

Serial No.	Organisation/Institute	Period From To	Nature of Work	Remarks

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

11. Reference:

(i)

(ii)

Signature

Date: \_\_\_\_\_



