

No. PC/SW/1-16(2)/2010-WCD  
Government of India  
Planning Commission  
(Women & Child Development Division)  
Yojana Bhavan, Sansad Marg,  
New Delhi the 18<sup>th</sup> January 2010

Women & Child Development Division, Planning Commission requires services of two Outside Experts for appointment as Young Professionals with the following job description and educational qualification:

(i)	Job Requirement	<ul style="list-style-type: none"> <li>• Assessment of the existing schemes for Women and Child Development.</li> <li>• Assistance in preparation of Approach Paper of Twelfth Five Year Plan and Plan Document for the sector.</li> <li>• Assistance in drafting of chapters for various documents and for preparing papers on various women and child related sectoral issues.</li> <li>• Tracking parameters of plan schemes especially Flagship Programmes and maintaining data base.</li> <li>• Assistance in developing monitoring data base and establishing a MIS.</li> </ul>
(ii)	Essential Qualification	<p>(a) Professionals having Masters Degree in Social Work/Sociology/Economics/ Management. Persons with at least 5 years experience in relevant field (women and child development ) would be preferred. Knowledge of computer application, MS Office including Excel, Power Point is essential.</p> <p>(b) Retired Government employees with Grade pay of Rs. 6600 and above &amp; (ii) at least 5 years experience in the required domain field would also be eligible for this position.</p>
(iii)	Desirable	<ul style="list-style-type: none"> <li>• Good Academic Record</li> <li>• Strong communication skills, both oral and written.</li> <li>• Analytical and presentation skills with ability to generate as well researched reports / papers.</li> <li>• Experience in collection, compilation and analysis of statistical data, computer skills and preparation of Project Reports / Reviews / Notes / Briefs, etc.</li> </ul>
(iv)	Duration	Candidates selected will be appointed on contract basis for an initial period of one year. This term can be extended upto maximum 5 years depending on the performance of the candidate and need of the Planning Commission. However, the maximum duration of the contract will not be extended beyond five years.
(v)	Fee	The consolidated fee shall range between Rs. 25,000/- and Rs. 40,000/- per month
(vi)	Local Conveyance	The Young Professional will be paid an additional amount of Rs. 1500/- per month as local conveyance.

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

(Rupa Dutta)  
Director (WCD & VAC)  
Room No. 464, Yojana Bhavan,  
Sansad Marg, New Delhi.  
Email. : [rupa-pc@nic.in](mailto:rupa-pc@nic.in)

**Application format for appointment as Consultant 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

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

12. Reference:

- (i)
- (ii)

(Signature)

Date \_\_\_\_\_