

NoP-12099/23/2012-LEM/ERS
Planning Commission
(Labour, Employment & Manpower Division)

Subject: Recruitment of Young Professional for the Labour, Employment & Manpower Division, Planning Commission, New Delhi.

The Labour, Employment and Manpower (LEM) Division of Planning Commission requires the services of Young Professional(s) on contract basis with the following job description, educational qualification, terms and conditions:

- (i) **Job Requirement:** As per detailed Terms of Reference at Annexure – I.
- (ii) **Essential Qualifications:**
 - (a) Candidates holding Masters / M.Phil Degree in Statistics with a minimum post qualification experience of 2-3 years in the requisite field as mentioned in the detailed Terms of Reference.
 - (b) Knowledge of computer applications such as SPSS, MS Word, Excel, Power Point etc.
- (iii) **Desirable – Good Academic Record**
 - (a) Strong communication skills, both oral and written
 - (b) Capable of data analysis and with ability to generate a well-researched and written report.
 - (c) Experience in collection, compilation and analysis of data.
 - (d) Preference to candidates with 2-3 years' experience will be given.
 - (e) Candidates having additional qualifications, research experience published papers in the relevant field would be preferred.
- (iv) **Period of Engagement:** Young Professionals selected will be appointed on contract basis for an initial period of one year. This term can be extended up to a maximum of five 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.
- (v) **Age Limit:** The maximum age limit for Young Professionals shall be 40 years.
- (vi) **Fee for Expert:** The consolidated fee payable shall range between Rs.25,000/- to Rs.40,000/- per month depending on qualifications and experience.
- (vii) **Local conveyance:** The Young Professional will be paid an additional amount of Rs.1500/- per month as local conveyance.

2. Guidelines/Procedure

The guidelines and procedure for engagement of young professionals are available at Planning Commission's website www.planningcommission.gov.in under the link "Appointment/Jobs".

3. Selection Process

(i) Screening and short listing of eligible candidates on the basis of qualification/experience and published papers;

(ii) Personal interview of the shortlisted candidates would be held at Planning Commission's Office, Yojana Bhavan, New Delhi. No TA/DA is admissible for the same.

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

Ms. A. Srija,
Director (LEM)
Labour, Employment & Manpower Division,
Room No.276, Planning Commission,
Yojana Bhavan, Sansad Marg,
New Delhi-110001.
Tel: 011- 23096672
E-mail: srija.a@nic.in

Terms of Reference for appointment of Young Professional in Labour, Employment and Manpower Division of the Planning Commission**1. Analytical and Estimation Work including:**

- (i) Estimation of labour force, employment and unemployment – Analysis of data and trends in participation rates of labour force / workforce, unemployment and industrial distribution of work force from Census and National Sample Survey Organization.
- (ii) Estimation of status of employment –Casual, regular/salaried and self-employment.
- (iii) Estimation of employment elasticities from growth of employment and growth of GDP.
- (iv) Estimation of sectoral employment and projection.
- (v) Employment Strategy, Labour and Manpower policy for the Five Year Plans and Annual Plans.
- (vi) Matters pertaining to the details of employment strategy, labour and manpower policy in the Five Year Plans.
- (vii) General employment and labour matters including monitoring of employment trends, strategy, etc.

II. Plan schemes for Labour/ Labour Welfare and Employment

- (i) Labour and Labour Welfare Schemes – Central and State Plans for resource allocation for Training, Employment Service, Labour Welfare and Labour Research.
- (ii) Formulation of Plan in terms of preparation of the Chapter on Labour & Employment in the Five Year Plan documents and Chapter on the Labour and Training in the Annual Plan documents.
- (iii) Examination of social security schemes available and policy relating to them.
- (iv) Examination of Labour laws and policy relating to them.
- (v) Skill Development Activities of related Ministries/ Departments.

Others

Examination of unit level data of NSSO and CSO

Format for the Application for the Post of Young Professionals in LEM Division of the Planning Commission, Yojana Bhavan, Sansad Marg, New Delhi.

1. Name Mr./Mrs./Ms./Dr.: _____
2. Father's Name: _____
3. Date of Birth: _____
4. Domicile: _____
5. Nationality: _____
6. Mailing Address (with Tel. / Mob. No. & E-mail address):

7. Permanent Address: _____

8. Educational Qualification & Year of Passing:

S. No.	Course	Subject(s)	University/Institute	Year of Passing	Division/Class

9. Work Experience (from latest)

S. No.	Organization /Institute	Experience	Nature of Work	Remarks

10. Details of publications, if any:

11. Knowledge of statistical/data analysis/computer application in software Packages:

12. Whether SC/ST/OBC:

13. Any other relevant Information:

14. References:

- (i)
- (ii)

Date:
Place:

(Signature)