

I/7019/2024

भारत सरकार/GOVERNMENT OF INDIA
उत्तर-पूर्वी क्षेत्र विकास मंत्रालय/**MINISTRY OF DEVELOPMENT OF NER**
उत्तर-पूर्वी परिषद् सचिवालय/**NORTH EASTERN COUNCIL SECRETARIAT**
नाग्रिम हिल्स, शिलांग/**NONGRIM HILLS, SHILLONG -793003**
Website: <https://necouncil.gov.in>

ADVERTISEMENT NOTICE

The North Eastern Council Secretariat, Shillong invites applications for the contractual posts of 9(Nine) Consultants in the NEC Secretariat. The details are available in the NEC Website(www.necouncil.gov.in). The duly filled up application form should be submitted to the Director(Admn), Room No. 405, NEC Secretariat, Nongrim Hills, Shillong - 793003, **latest by the 26th February, 2024**. Application(s) received after the due date will not be entertained.

Signed by
Lienmuong S Gangte
(एल. एस. गांगटे) Date: 01-02-2024 18:48:53
निदेशक (प्रशासन)/Director(Admn.)

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भारत सरकार/GOVERNMENT OF INDIA

उत्तर-पूर्वी क्षेत्र विकास मंत्रालय/MINISTRY OF DEVELOPMENT OF NER
उत्तर-पूर्वी परिषद् सचिवालय/NORTH EASTERN COUNCIL SECRETARIAT
नाग्रिम हिल्स, शिलांग/NONGRIM HILLS, SHILLONG -793003

Website: <https://necouncil.gov.in>

Subject: - Advertisement for engagement of 9 (Nine) Consultants in the NEC Secretariat, Shillong.

Applications in prescribed format are invited for the contractual post of 9 (Nine) Consultants in the NEC Secretariat. The qualifications, Experience and Duties & responsibilities of the contractual staff are at **Annexure-I** and other general conditions are given below:-

I. General Terms and Conditions for engagement of Consultants:-

- i. Minimum age of the applicant will be 25 years and maximum age limit as on the 1st January of the year of publication of the advertisement will be 50 years. There will be age limit relaxation by 5(five) years for SC/ ST candidates and 3(three) years for OBC candidates.
- ii. The engagement of Consultants is on fulltime basis and they shall not be permitted to take up any other assignment during the period of engagement with the NEC. However, the engagement of Consultants will be purely of contractual nature and the Consultants will not claim for absorption to any post(s) in the NEC Secretariat. The engagement can be cancelled by the NEC Secretariat at any time and without assigning any reason.
- iii. Monthly remuneration would be Rs. 50,000/- per month.

II. Period of Engagement: -

The initial term of engagement shall be for one year and subsequent extension(s), if any, shall be considered on a case to case basis depending upon the requirement, work -performance and quality output subject to the maximum of four extensions. The Consultant(s) would have to apply for an extension and the Sector Head(s) would give a certificate of the work done by them along with recommendations for or against further extension.

III. Place of Work: The place of work will be NEC Secretariat, Nongrim Hills, Shillong.

IV. Other Terms and Conditions: - Other terms and conditions of employment like payment of T.A/D.A, casual leave entitlement, maternity leave entitlement, etc, will be governed by the existing rules of the Central Government. As far as residential accommodation is concerned, the Consultant will have to make his/her own arrangement and the cost thereof will have to be borne by the Consultant himself/herself.

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- V. **Submission of Applications:** - The interested candidate may download the application form from the NEC website and send their duly filled in application with the detailed bio-data latest **by the 26th February, 2024** to the Director (Admn), North Eastern Council Secretariat, Nongrim Hills, Shillong-793003, Meghalaya. The applicants who will be shortlisted for written test/interview based on fulfillment of all eligibility criteria will be informed of the date and time of written test/ interview individually. However, no request for postponement of the date of written test/ interview for whatever reason(s) will be entertained.
- VI. **Method of Recruitment:** - The short listed candidates will be called for an interview to be held in the NEC Secretariat, Shillong at their own cost.
- VII. **Signing of Agreement:** - The selected candidates will have to sign a contract with NEC as per usual terms and conditions.
- VIII. **Supervision:** - The supervision of the Consultants would be done by the concerned Sector Heads/ officers.
- IX. **Redressal of Grievances/Settlement of Disputes:** - The decision of the Secretary, NEC in all matters of engagement of Consultants will be final and binding. The NEC Secretariat reserves the rights to accept or reject any or all of the applications received for engagement of Consultants without assigning any reason thereof.

**Table indicating the requirement by the Section for engagement of Consultants (on contract basis)
in the NEC Secretariat**

Sl. No.	Section	No. of Consultants	Essential minimum Education Qualification and Experience	Desirable qualification and experience	Duties & responsibilities
1	Evaluation & Monitoring (E&M)	4	<p>3 (three) Consultant (Civil Engineering):</p> <p>(i) B-tech/BE in Civil Engineering</p> <p>(ii) Minimum 3 (three) years experience in Evaluation and monitoring of Central Schemes projects in the NER.</p> <p>1 (One) Consultant (Managerial Economics):</p> <p>(i) Post Graduate in Economics</p> <p>(ii) Minimum 5 (five) years experience in Evaluation and monitoring of Central Schemes projects in the NER.</p>	-	<p>(i) Physical monitoring and inspection of NEC funded projects/ schemes in the 8 (eight) States of the NER.</p> <p>(ii) Submission of monitoring/inspection reports indicating inter alia, the physical & financial progress, photographs, etc of such power projects/infrastructures/schemes.</p> <p>(iii) Preparation of data base regarding NEC schemes/programmes for easy retrieval.</p> <p>(iv) Assistance in different areas of work pertaining to the E&M Sector.</p> <p>(v) Carrying out feasibility study of projects and examine civil estimates of the DPR received in the NEC Secretariat in different Sectors.</p>

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2	Transport & Communication (T&C)	3	B-tech/BE in Civil Engineering	<p>Minimum 5(five) years of experience in Technical scrutiny of Detail Project Reports in respect of roads, bridges, buildings & other civil engineering structures.</p> <p>Minimum 5(five) years of experience in preparation of civil engineering in Roads & Bridges, Buildings etc.</p> <p>Proficiency knowledge in Computer skills such as MS Excel, MS Word and AUTOCAD.</p>	<p>Physical monitoring and inspection of NEC funded Roads & Bridge projects/ schemes of NEC under NESIDS (Roads) in the 8 (eight) States of the NER.</p> <p>Submission of monitoring/inspection reports indicating inter alia, the physical & financial progress, photographs, etc of such infrastructures/Roads & Bridges Projects.</p> <p>Assistance in different areas of work pertaining to the T&C Sector.</p> <p>Carrying out feasibility study of projects and examined DPR for Road & Bridge Projects submitted by State Govt. of NER and civil estimates of the DPR received in the NEC Secretariat in different Sectors.</p>
3	Agriculture & Allied	2	<p>1 (One) Consultant (Agriculture/Horticulture):</p> <p>(i) Master's Degree in Agriculture or Horticulture or Equivalent from a recognised University/Institution</p> <p>(ii) Work experience of 5 (five) years for Master Degree (Agriculture or Horticulture) holders and 3 Years for Ph.D.Degree (Agriculture or Horticulture) holders.</p>	<p>For Consultant (Agriculture/Horticulture):</p> <p>(i) Ph.D. in Agriculture or Horticulture.</p> <p>(ii) Experience in Agriculture or Horticulture work including formulation and examining projects/schemes</p>	<p>For Consultant (Agriculture/Horticulture):</p> <p>1. Assist the Adviser (Agriculture & Allied), NEC in providing conceptual, strategic, policy and operational guidelines for project/scheme formulation and implementation of NEC plan in the areas of Agriculture/Horticulture/Allied areas.</p>

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			<p>(iii) Practical experience and a sound knowledge of Agri/Horti farm management.</p> <p>1 (One) Consultant (Animal Husbandry & Veterinary):</p> <p>(i) Master's Degree in Veterinary & Animal Husbandry/M.V.Sc or Equivalent from a recognised University/Institution</p> <p>(ii) Work experience of 5 (five) years for Master Degree (M.V.Sc) holders and 2 Years for Doctoral Degree. (Ph.D.).</p> <p>(iii) Practical experience and a sound knowledge of farm management.</p> <p>(iv) Technical and analytical skills.</p> <p>(v) Proficiency in IT.</p>	<p>proposals in the important Agriculture or Horticulture sector for developing rural livelihood and employment in the eight (8) North Eastern States.</p> <p>For Consultant (Agriculture/Horticulture):</p> <p>(i) Ph.D. Degree in Veterinary & Animal Husbandry.</p> <p>(ii) Experience in Veterinary & Animal Husbandry work including formulation and examining projects/schemes proposals in the important Veterinary & Animal Husbandry, Livestock sector for developing rural livelihood and employment in the eight (8) North Eastern States.</p>	<p>2. Assist the Adviser (Agriculture & Allied), NEC in examining and processing of projects/schemes proposals received from 8 (eight) North Eastern States in the areas of Agriculture/Horticulture/Allied areas.</p> <p>3. Assist in monitoring and evaluation of NEC's projects/schemes. Interact with the implementing agencies and other stakeholders at the project site to guide in Agriculture/Horticulture/Allied areas development.</p> <p>4. Identification of appropriate projects/schemes proposals for income generation and development of long term strategy for a balance, sustainable economic development which results in the augmentation of foodgrains, fruits, vegetables, plantation crops, spices, medicinal and aromatic plants etc. in the region.</p> <p>5. Establish and coordinate collaborate linkages with appropriate agencies, institutions and organisations in the areas of Agriculture/Horticulture/Allied areas</p> <p>6. Updating information, and preparing reports.</p> <p>7. Keeping upto date with relevant developments.</p>
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					<p>8. Collecting and analysing data, crop yield, animal products and financial reports to measure performance;</p> <p>9. Any other duties assigned by the Adviser (Agriculture & Allied), NEC from time to time.</p> <p>For Consultant (Agriculture/Horticulture):</p> <p>(i) Assist the Adviser (Agriculture & Allied), NEC in providing conceptual, strategic, policy and operational guidelines for project/scheme formulation and implementation of NEC plan in the areas of Veterinary & Animal Husbandry components.</p> <p>(ii) Assist the Adviser (Agriculture & Allied), NEC in examining and processing of projects/schemes proposals received from 8 (eight) North Eastern States in the areas of Veterinary & Animal Husbandry.</p> <p>(iii) Assist in monitoring and evaluation of NEC's projects/schemes. Interact with the implementing agencies and other stakeholders at the project site to guide in Veterinary & Animal Husbandry development components.</p> <p>(iv) Identification of appropriate projects/schemes which are having civil and mechanical</p>
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					<p>components proposals for income generation and development of long term strategy for a balance, sustainable economic development which results in the augmentation of foodmeat, eggs, milk etc. in the region.</p> <p>(v) Establish and coordinate collaborate linkages with appropriate agencies, institutions and organisations in the areas of Veterinary & Animal Husbandry.</p> <p>(vi) Updating information and preparing reports.</p> <p>(vii) Keeping upto date with relevant developments.</p> <p>(viii) Collecting and analysing data and financial reports to measure performance;</p> <p>(ix) Any other duties assigned by the Adviser (Agriculture & Allied), NEC from time to time.</p>
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**APPLICATION FORMAT FOR ENGAGEMENT OF CONSULTANT (ON CONTRACT BASIS) IN
THE NORTH EASTERN COUNCIL SECRETARIAT, SHILLONG.**

(Post applied for _____ Sector)

1. Name _____

2. Father's Name _____

3. Date of Birth _____

4. Domicile _____

5. Nationality _____

6. Mailing Address (With Tel/Mobile No and E-mail ID)

7. Permanent Address

8. Educational Qualifications (Self attested copies of Certificate (s) to be enclosed):

Sl No	Course	Subjects	University/Institute	Year of Passing	Division/ Class
1	2	3	4	5	6

9. Additional qualification, if any. _____



Contd: 2/-

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10. Work Experience (Self attested copies of Certificate (s) to be enclosed):

Sl No	Organization/Institute	Period: From..... To.....	Nature of Work	Remarks
1	2	3	4	5

11. Functional knowledge of computer (self attested copies of certificates to be enclosed):_____

12. Whether SC/ST/OBC (relevant certificate to be enclosed):_____

Signature.....

Full Name:.....

Date.....