



**EdCIL (India) Limited**  
**TECHNICAL SUPPORT GROUP**  
**Pandit Madan Mohan Malviya National Mission on Teachers and Teaching (PMMMNTT)**

**RECRUITMENT OF CONSULTANTS ON CONTRACT BASIS**

EdCIL (India) Limited (EdCIL), a fast growing and continuously profit making “Mini Ratna (Category-I)” Central Public Sector Enterprise (CPSE) under Ministry of Human Resource Development is undertaking end-to-end projects in ICT, infrastructure, consultancy and allied services in Education Sector across India and overseas.

EdCIL invites application for the post of Chief Consultants / Junior Consultants on behalf of MHRD for its project **Pandit Madan Mohan Malviya National Mission on Teachers and Teaching (PMMMNTT)**.

Sl.No.	Position	Essential qualification	Relevant Experience
1	<p><b>Chief Consultant (01 Post)</b></p> <p>Age – Not Exceeding 65 years as on the date of advertisement</p> <p>Chief Responsibilities –</p> <ul style="list-style-type: none"> <li>• <i>Critical assessment of the progress of the various components of the Scheme.</i></li> <li>• <i>Assess the impact of leadership development &amp; induction training programmes.</i></li> <li>• <i>Work on the issues related to outcome indicators of the Scheme.</i></li> <li>• <i>Impact and outcome analysis of the Scheme</i></li> <li>• <i>Monitor the pre-service and in-service teacher education programmes</i></li> <li>• <i>Design and implement Online Project Monitoring System to monitor the Progress of the Scheme.</i></li> <li>• <i>Monitor the Financial expenditure in the approved centres</i></li> <li>• <i>Suggest ways for increasing the efficiency of the Scheme.</i></li> </ul>	<p>Masters’ Degree or M.Phil / Ph.D in Social Science / Sciences / Education/ Management / Finance / from recognized University / Institute</p> <p><b>Desired Qualification/ Preferred Experience</b>  – Exclusive experience in Education Sector</p>	<p>10 or more years as / in –</p> <ul style="list-style-type: none"> <li>• Running a Programme/ Project in social development sector</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>• Worked at a leadership / Senior position in Government / non-Government sector in social development Scheme</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>• Should have sound domain knowledge in areas of Education, Faculty development, Training, Administration.</li> </ul> <p>Should be well-versed with ICT skills</p>

Sl.No.	Position	Essential qualification	Relevant Experience
2	<p data-bbox="295 235 769 324"><b>Junior Consultant (03 Posts)</b></p> <hr/> <p data-bbox="295 324 769 436">Age – Not Exceeding 40 years as on the date of advertisement</p> <hr/> <p data-bbox="295 436 769 481">Nature of Job –</p> <ul data-bbox="311 504 769 1489" style="list-style-type: none"> <li>• <i>Scrutiny &amp; appraisal of new proposals</i></li> <li>• <i>Coordination with Project Coordinators of the approved Centres,</i></li> <li>• <i>Responsible for effective communication between Centres (zone-wise) and Ministry in terms of fund utilization, training sessions conducted.</i></li> <li>• <i>Preparation of presentation during Scheme related meetings</i></li> <li>• <i>Arranging Proposals and presentations from the Institutes for commencement of screening Committee &amp; PAB Meetings.</i></li> <li>• <i>Coordinating with the Institutes for conducting Workshops</i></li> <li>• <i>Field Visits to the approved Centres, to assess physical and financial progress &amp; achievements.</i></li> </ul>	<p data-bbox="798 235 1072 369">A Master’s Degree in any discipline from recognized University / Institute</p> <p data-bbox="798 392 1072 504"><b>Desired Qualification</b> – Exclusive experience in Social Sectors.</p>	<ul data-bbox="1101 235 1428 504" style="list-style-type: none"> <li>• 02 or more years of experience in social development sector or school education sector</li> <li>• Should have sound knowledge of ICT skills</li> <li>• Should have good communication skills</li> </ul>

## General information

1. **All applications would be accepted by postal mode (courier, speed post, etc.) only, at the following address, superscribing the “Post Applied For” on the Envelope –**

*EdCIL India Limited (PMMMNMTT)*

*First Floor, 85-A, Rishyamook Building,*

*Panchkuian Road, Near R K Ashram Metro Station,*

*New Delhi, 110 001 .*

*Contact No. 011-23342530-33*

2. All applications to be filled as per the Application Format available at [www.edcilindia.co.in](http://www.edcilindia.co.in)
3. Only Indian Nationals are eligible to apply for the above positions.
4. In case a candidate wishes to apply for more than one post, separate application for each post should be submitted.
5. The candidates are advised to have a valid e-mail ID and Mobile no. on which all the communication shall be forwarded to them and should be maintained active to receive timely communication. No other mode of communication shall be adopted.
6. The prescribed qualification and experience should be acquired on or before the last date stipulated for the receipt of the application. Qualification should be from the approved/recognized institutions.
7. **Documents in support of (i) Qualification (ii) Experience (iii) Age, (iv) Nationality, are to be enclosed alongwith the Application.** These documents will “ALONE” be considered for screening and have to be produced in “originals” as and when called for group discussion and / or interview.
8. The place of Interview will be Delhi/ NCR offices of the Corporation OR as advised by the Client.
9. Candidates working in Government organization / PSE must route their application through proper channel, if their department rules require so.
10. Engagement of Consultants and other Staff will be on full working day basis and their place of work shall be the respective Office in Delhi/NCR. They will be expected to tour as required.
11. The selection process will be based on academic qualifications and experience and may also include group discussion and/or interview as may be decided depending on the total number of eligible applicants.
12. Candidates should not be above **the prescribed age** as on “the date of advertisement”. However, this age limit may be relaxed for a period not exceeding 03 years for applicants possessing outstanding achievements. Upper age limit indicated above is relaxable up to 5 years for SC/ST and 3 years for OBC candidates & 10 years for PH

candidates with disability not less than 40%. SC/ST/OBC/PH candidates should produce caste/ disability certificate respectively, issued by Competent Authority in original as and when called for group discussion and/ or interview.

13. In case of false or insufficient information/lack of proof to ascertain the eligibility of the applicant, their candidature will summarily be rejected at any stage of the selection process.
14. Candidates are informed that mere submission of applications shall not give them any right to be called for interview / selection. Call letters and intimations connected with this recruitment will be sent to shortlisted candidates by email. Applicants should ensure that the e-mail id given in the application is maintained active.
15. The Advertisement Date and Post Applied for may be noted for future reference.
16. The range of consultancy fee/ consolidated remuneration for all posts is given below. The Consultancy fee to be offered for these posts will, within the given range, commensurate with the qualification, experience and overall performance in the interview of an individual candidate.

- |                        |   |   |
|------------------------|---|---|
| (i) Chief Consultant   | - | Rs. 70,000/- to Rs. 100,000/- per month |
| (ii) Junior Consultant | - | Rs. 40,000/- to Rs. 60,000/- per month  |

***The above ranges of the consultancy fee (i, ii) are on consolidated basis and are inclusive of all allowances, etc.***

17. EdCIL, based on client's advice reserves the right to upgrade the eligibility criteria, in case a large number of applications are received and also increase or decrease the number of posts, as per its discretion without assigning any reason thereof.
18. It is to be clearly noted that all the above appointments are purely on contractual basis. The engagement does not confer any claim on the candidate to see any other temporary/permanent employment with EdCIL/MHRD.
19. The engagement shall be for project period subject to review of performance on annual basis. EdCIL based on client's feedback reserves the right to discontinue the contractual engagement with one month's prior notice.
20. Candidates are advised to regularly visit [www.edcilindia.co.in](http://www.edcilindia.co.in) for further details
21. The selected candidate will be engaged initially for the period ending 31.03.2020 on contractual basis.

**Last date of receiving applications is 5<sup>th</sup> July, 2019.**

**EdCIL INDIA Limited**  
(A Govt. of India "Mini-Ratna" Enterprise)

**APPLICATION FORM FOR RECRUITMENT  
(ONE FORM FOR ONE POST ONLY)**

Paste Recent  
Color  
Photograph

**1. Post Applied For -** \_\_\_\_\_

**2. Personal Details -**

Name		Fathers Name /Husband's Name	
Date of birth		Gender	
Age as on the date of advertisement (days, Months, Years)	Days: Months: Years:	Marital Status	
Category (SC/ST/OBC/GEN)		Nationality	

**3. Communication Details -**

Mobile NO.	
E-mail id	
Address of current residence	

**4. Academic Qualifications in descending Order -**

Sl.No.	Examination Passed	Name of Institution/ University	Year of Passing	% of Marks / Grade Obtained	Specialization

**5. Professional Qualifications -**

Sl.No.	Examination Passed	Name of Institution/ University	Year of Passing	% of Marks / Grade Obtained	Specialization

**6. Certification (if any) -**

Sl.No.	Course / Certification	Field	Name of Institution/ University	Year of Passing

**7. Employment Record in chronological order -**

Sl. No.	Organization	Designation	Pay Scale/ CTC	Period		Job Description
				From	To	

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**8. Any Other Information relevant to the job-**

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**9. List of enclosures (documents enclosed) –**

- (a) \_\_\_\_\_
- (b) \_\_\_\_\_
- (c) \_\_\_\_\_
- (d) \_\_\_\_\_

**Please Note** - An Extra sheet may be enclosed wherever required