

No.21/7/2023-CS.I (Coord.)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training  
(CS.I Division)

2<sup>nd</sup> Floor, 'A' Wing, Lok Nayak Bhawan,  
Khan Market, New Delhi-110003

Dated the 16<sup>th</sup> July, 2024

**OFFICE MEMORANDUM**

**Subject: Engagement of 03 domain Consultants (Retired Govt. Servants) in National Council for Vocational Education & Training (NCVET) –regarding.**

Reference is invited to Circular No. 11001/26/2022/NCVET/2300 dated 02.07.2024 (Copy enclosed) inviting applications who are retired from Central Government Ministries / Departments / State Governments/ Autonomous Organisations/ Regulatory Institutions/ Universities / Academic Research Institutions at the level of Joint Director/ Director on the subject mentioned above. The last date for receipt of applications is 02.09.2024.

2. In case of any further clarification, applicants are requested to directly contact the concerned Ministry/Department/Office.

Encl: As above

  
16/7/2024  
(Sunil Kumar)

Under Secretary to the Government of India

To

The retired CSS Officers (Through DoPT's website)



F. No.11001/26/2022/NCVET/2300  
Government of India  
Ministry of Skill Development and Entrepreneurship  
National Council for Vocational Education and Training

Dated: 02<sup>nd</sup> July, 2024

**Hiring of Domain Consultants in NCVET**

National Council for Vocational Education and Training (NCVET) under MSDE intends to hire **03 Domain Consultants** on Contractual Basis. NCVET as an overarching national regulator in the skill ecosystem is engaged in scrutinising a large number of qualifications received from various NCVET recognised Awarding Bodies related to different sectors for aligning them to NSQF while also ensuring that they meet the current industry requirements; holding stakeholder consultations; formulating policies, etc. For obtaining quality inputs for undertaking these activities NCVET is hiring **03 domain Consultants**, from amongst the persons who have retired from the Govt or the private sector at sufficiently higher levels, and have the requisite expertise in skilling, VET and skill education as Subject Matter Experts (SMEs). The number of vacancies shown are tentative and NCVET reserves the right to increase /decrease the number of vacancies or withdraw the advertisement as per requirement.

- Interested candidates, who fulfill the eligibility criteria, possess good health and are in a position to join immediately may submit their application in the prescribed proforma (**Annexure-I**) along with relevant documents in support of educational qualifications and experience in sealed cover subscribed "**Engagement of Domain Consultant on contract basis in NCVET**" which should reach this office **on or before 02-09-2024** at the following address:

The Director (A&F)  
National Council for Vocational Education & Training  
4<sup>th</sup> Floor, Kaushal Bhawan,  
Chanayapuri, New Delhi – 110023.

- Scanned application form along with enclosures has to be sent also mandatorily to email ID [career.ncvet@gmail.com](mailto:career.ncvet@gmail.com) with subject as "Applications for the post of Domain Consultant" on or before the closing date.
- Terms & Conditions for Domain Consultants may please be seen at **Annexure-II**.
- Applicants, who had applied earlier in response to NCVET's previous circulars dated 24-03-2023, 29-08-2023 and 20-12-2023 for the post of Domain Consultant should also apply afresh, if interested.

**Details of the post:**

**Domain Consultant (03 Posts)**

**Eligibility/Essential Qualifications**

i) The applicant should have retired from Central Government Ministries Departments/ State Governments/Autonomous Organisations/ Regulatory Institutions/ Universities /Academic Research Institutions at the level of Joint Director/ Director in the Pay Level of 12 / Pay level of 13

OR

The applicant , retired from the private sector, having minimum gross salary as per Form 16/ITR should be Rs 20 lakhs per annum in atleast anyone of the previous 5 years.

ii) Essential Qualifications

(a) Minimum Educational Qualification:

Possessing Master's Degree or any Professional Degree earned after a study of 04 years or more after 10+2/ 12<sup>th</sup> grade.

Or

B.E./ B. Teach or 2 years PG Diploma in Management/ MBA or CAor ICWA or LL.B or MBBS

(b) Strategic thinking, good communication skills, ability to articulate ideas and recommendations, presentation skills, and interpersonal skills, for enabling next level skilling ecosystem.

iii) Expertise in skilling, VET and skilling eco-system in any one (or more) of the following areas:-

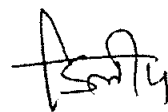
- (a) Agriculture and Food Technology Sector
- (b) Hospitality, Tourism, and Service Sector
- (c) Industry 4.0, Manufacturing Technology & Logistics

iv) Good Interpersonal & Communication Skills & Presentation Skills. Strategic thinking and ability to articulate ideas and recommendations for enabling the next-level skilling ecosystem.

**Desirable Qualifications:**

(i) Persons with MBA (Data Science), M.Tech, M.S. LLM, or additional educational qualifications, research experience, published papers and post qualification experience in the relevant field would be preferred.

(ii) Applicants with exemplary contribution in his/her domain or have made significant contribution in policymaking and/or published research papers and articles in reputed journals, will be preferred




**Work Experience in the following fields:**

Government Regulatory Body; work in Social/ Development Sector; Policy & Planning, Implementation, Supervision & Monitoring in Social/ Development Sector, preferably in Vocational Education, Training and Skilling/ Education and Higher Education domain; Technology/ ICT related fields; Government Consulting; Finance; work experience with international development agencies, preferably in implementation of Programs.

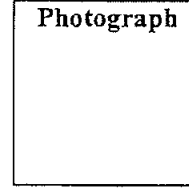
**Upper age Limit:** Maximum age limit is 62 years for persons retired from Govt. service and 58 years for persons retired from the private sector as on the last date of receipt of applications. However, if a retired person, who has crossed the maximum age prescribed here, but is already working in any Ministry / Department as Consultant and have the requisite expertise in skilling, VET & Skill education as Subject Matter Expert (SMES), wishes to apply, may also apply. In such cases, preference will be given to those who understand the ecosystem of skill development. Even in such cases those beyond 64 years will not be eligible to apply.

**Remuneration:**

- I. Remuneration for retired government servants as per GOI Rules viz. on pay minus pension basis. A Fixed amount as Transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the term of appointment.
  
- II. Remuneration for persons retired from the private sector will be Rs 1.50 lakhs per month: plus depending upon the experience and expertise to be fixed by negotiation. The amount so fixed shall remain unchanged during the term of appointment.

  
22/7/24  
(Dilip Kumar Yadav)  
Deputy Director (Admin)

**National Council for Vocational Education and Training**

**Annexure-I****Photograph****Application for engagement of Domain Consultant in NCVET**

1.	Post applied for Domain Consultant [Kindly specify domain amongst below:  Expertise in skilling, VET and skilling eco-system in any one (or more) of the following areas: -  (a) Agriculture and Food Technology Section  (b) Hospitality, Tourism, and Service Sector  (c) Industry 4.0, Manufacturing Technology & Logistics	
2.	Name in full (Blockletters)	
3.	Father's name	
4.	Date of Birth	
5.	Aadhaar No	
6.	Nationality	
7.	Details of educational qualifications possessed by applicant ( Details right from Schooling, graduation, post-graduation etc ) year, marks / grade obtained etc.	
8.	Date of superannuation from Govt. Service/ Private Sector	
9.	PPO No. (Enclose photocopy) (only for pensioners) & copy of last ITR for period prior to retirement in case of retirement from private sector, for proof of last salary drawn	
11.	Designation last held	
12.	Last pay drawn	
13.	E-mail ID	
14.	Complete residential address with phone number / mobile no.	
15.	Office address at the time of retirement	

16.	Brief particulars of experience (Pl. enclose extra sheets if required)	Designation and place of posting	From	To	BP/GP/Pay Level/Mont hly pay	Nature of work performed
17.	Skills/training etc					
18.	Additional relevant information, if any, in support of your suitability for the said engagement, attach a separate sheet, if necessary					
19.	Name of two references preferably from the organization in which worked along with designation, address, contact no & email					

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I further declare that I was not held guilty in any Departmental inquiry nor convicted of any offense involving moral turpitude and I am medically fit to perform office work. I have read the term & conditions and am ready to accept all the terms and conditions for engagement of Domain Consultant at NCVET.

**Place:**

**Date:**

(Signature of the Candidate)



Terms & Conditions

1. Period of engagement

The engagement shall be initially for a period not exceeding one year or till further orders whichever is earlier. The tenure of short-term contract can be extended depending upon the performance of the Consultant or functional requirement of the NCVET with the approval of the Competent Authority.

2. Selection procedure

The engagement will be purely on short terms contract basis. Application received in response to this advertisement will be shortlisted on the basis of experience and qualifications of applicants. Only shortlisted candidates will be sent intimation on email for appearing in Test/Interview.

3. Scope of Work/Job responsibility

Domain consultants will be engaged in scrutinising a large number of qualifications received from various NCVET recognised Awarding Bodies related to different sectors for aligning them to NSQF while also ensuring that they meet the current industry requirements; holding stakeholder consultations; formulating policies, recognition of entities, monitoring of recognised bodies, or any other work assigned by the Competent Authority, NCVET.

4. Leave

The Consultant would be entitled to leave as per extent provisions of NCVET i.e 1.5 days leave for each completed month.

5. TA/DA

No TA/DA is admissible for interview/joining the assignment or on its completion. Should he/she be required to travel outside Delhi in connection with the work of the NCVET during the period of engagement he/she will be entitled to draw TA/DA, if required for office work, as per rules applicable.

6. Office time and working hours

Engagement of Consultant(s) would be on full time basis. Working hours shall be from 9.00 AM to 5.30 PM during working days including half an hour lunch break in between. They will not be allowed to take any other assignment (full time / part time) during the period of contractual engagement. The Consultant may be called on Saturday/Sunday/other Gazetted holidays, if required.

7. Tax deduction at Source

The Income Tax or any other tax liable to be deducted, as per the prevailing rules will be deducted at source before effecting the payment for which the office will issue TDS certificate.

8. Confidentiality of data and documents

The engaged consultant shall not utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purposed of this assignment or during the course of the assignment for the office, without the express written consent of the office. The Consultant shall be bound to hand over the entire set of records of assignment to the office before the expiry of the contract, and before the final payment is released by the office.

9. Conflict of interest

The Consultant engaged by this office, shall in no case represent or give opinion or advice to other in any matter which is adverse to the interest of the office.



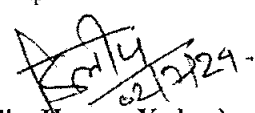
10. **Termination of service**

The engagement may be terminated at any time by the office without assigning any reasons by giving one months notice. In case, a Consultant desires to leave the assignment, he/she is to give one month's notice which can be curtailed/extended depending upon the workload.

11. **Guidelines for the submission of the application**

The duly completed applications in prescribed proforma should be submitted so as to reach the office before the closing date. Any application received after the last date will not be entertained. The application should be submitted with the following self certified documents:

- a) Copy of retirement notification and PPO (in case of retired pensioners) and self certified copies of Bank Account statement & Form 16/ ITR in case of retired private sector employees.
- b) Certificates in support of educational qualifications, skills and experience.

  
( Dilip Kumar Yadav )  
Deputy Director (Admin)

**National Council for Vocational Education and Training**