



सत्यमेव जयते

**DIRECTORATE OF JUTE DEVELOPMENT**

GOVERNMENT OF INDIA  
NIZAM PALACE CAMPUS

234/4, ACHARYA JAGADISH CHANDRA BOSE ROAD, KOLKATA - 700020

**ENGAGEMENT OF CONSULTANT UNDER NFSM**

1. Eligible candidates are invited to attend Walk-in-Interview/Personal Talk by Directorate of Jute Development, Govt. of India, Kolkata under DAC&FW for engagement of following position on contract basis for a period of upto 31.03.2020 under **NATIONAL FOOD SECURITY MISSION (NFSM)**:

Position	No. of Vacancy	Honorarium per month	Conveyance per month
Consultant	1	Rs.65,000	Rs.3,000

2. The detailed Terms of Reference for engagement of Consultant on contractual basis enumerating the general conditions, required qualifications and experience and charter of duties required to be performed by the selected candidate against the post is given below.
3. Interested candidate may appear before the Selection Committee for Interview/Personal Talk at this office **on 04.07.2019 at 10.00 am A.M.** with Original testimonials with the self attested photocopies of education qualification / experience certificate, recent passport size photograph and a copy of bio-data(*Annexure-I*).
4. Interested candidate may also submit self-attested photocopies of SC/ST/OBC/PH certificates along with the application.

**TERMS OF REFERENCE**

**5. REQUIRED QUALIFICATION FOR CONSULTANTS**

- i. Doctorate Degree in Agronomy / Agriculture Extension / Soil Science / Plant Breeding / Plant Protection / Agriculrural Engineering / or any other agricultural subject having at least 10 years of field experience or in case of departmental experienced personnel's, qualification may be relaxed by the Screening Committee.
- ii. Ability to analyze data and preparation of projects, writing reports/seminar notes/ articles as evidenced by publication in national and international journals.
- iii. The person should have the ability of team leadership & motivation.



## GENERAL CONDITIONS:

- i. Maximum age limit is 65 Years as on 30.06.2019, subject to relaxation as per extant norms in this regard.
- ii. The criteria of essential qualification, experience and age limit may be relaxed to suitable candidates / experienced departmental candidates on the discretion of Screening / Selection Committee.
- ii. The engagement on contract basis will be for a period of upto 31.03.2020. Based on their performance and continuation of the scheme, the period of engagement may be extended on annual basis subject to conditions.
- iii. Minimum percentage of marks/ CGPA eligibility in the prescribed qualifying educational examination is 60% and 6.0 respectively.
- iv. A Screening Committee shall screen the received applications for qualification, experience, age etc and prepare a shortlist of eligible candidates.
- v. The candidates whose candidature is rejected by the Screening Committee due to educational qualifications, age, experience, late receipt etc shall be informed electronically on e-mail informing the reason and no further communications in this regard will be entertained.
- vi. The shortlisted candidates shall be called for a personal interview by the Selection Committee whose decision shall be final and binding.
- vii. The serving contract employees in DAC&FW having similar experience and requisite qualifications and age etc. can also apply.
- viii. The short listed candidates called for personal interview shall be required to bring/ produce original certificates of educational qualification, experience SC/ST/OBC/PH certificates at the time of interview.
- ix. **No TA/DA will be admissible for attending interview.** The selected candidate shall also not be entitled for accommodation, medical reimbursement, dearness allowance etc but would be paid a consolidated amount as shown against the position in SN 1 above. However, in case of authorised tour within the country in connection with monitoring and implementation of NFSM work, usual TA/DA would be admissible.
- x. The selected candidate will be given an offer of appointment asking him/ her to report the duty after furnishing a non-disclosure undertaking.
- xi. In case of unsatisfactory performance, the selected candidate will be given a notice of 30 days and his/ her contract services will be terminated and offer may be given to next candidate on the panel.
- xii. The selected candidates shall be eligible for 8 days' leave in a calendar year on pro-rata basis. No remuneration for the period of absence in excess of the admissible leave will be paid and any un-availed leave shall be lapsed.
- xiii. TDS as admissible shall be deducted from the monthly remuneration of the selected candidates. A TDS certificate shall be issued by the concerned DDO on demand.
- xiv. The engagement of a fresh candidate shall not confer any right for regular or continuous employment in the department and engagement of a retired employee will not be considered as a case of re-employment.



xv. The selected candidate should have good communication and interpersonal skills and should be of pleasing personality and manners to work in a department of the government.

xvi. Biometric attendance of selected candidates will be compulsory.

xvii. The Directorate of Jute Development, Government of India, Ministry of Agriculture & Farmers Welfare, Dept of Agri., Coop & Farmers Welfare reserves the right to accept or reject any number of applications and withdraw any vacancy without assigning any reason.

## **6. DUTIES REQUIRED TO BE PERFORMED BY THE CONSULTANT**

- i.* To provide technical guidance to the Director/officers of the Department on matters related to interventions of the Mission.
- ii.* To examine action plans and to develop standardized formats for components of action plans
- iii.* To assist States in planning, formulation of NFSM action plans, whenever required.
- iv.* To provide technical assistance to NFSM staff in scrutinizing the action plans received from the States.
- v.* To follow progress with respect to established time-lines and indicators for completion of each activity
- vi.* To monitor the quality of implementation of various interventions proposed in the Mission for improving the production of NFSM Crops.
- vii.* To assist the Director and other senior officers in synchronizing and synergizing with other divisions of DAC & FW; State governments; State agriculture Universities; ICAR research institutions and other stake holders on technical front.
- viii.* To facilitate formation of teams for monitoring the progress of works in the States and provide technical guidance to them in conducting monitoring and evaluation.
- ix.* To coordinate the work of State Project Management Team and District Management Team.
- x.* To visit the States periodically to provide technical guidance and impart knowledge about best practices.
- xi.* To assist in the conduction of specific central and regional workshops.
- xii.* To analyze the data received from various States and to come up with suggestions wherever improvements are required in the execution of the activities.
- xiii.* To coordinate the implementation of DBT in the state and district levels. Documentation and dissemination of contribution of various interventions of cluster demonstration and success stories.
- xiv.* To render overall help to the technical staff working in the cell.
- xv.* To perform other tasks specified by the Director / Officers of DJD.

**ANNEXURE-I**

**Format of application for  
Consultant (NFSM)/In the Directorate of Jute Development  
on contract basis in the Department of Agriculture, Cooperation & Farmers Welfare, Kolkata**

Post Applied for: \_\_\_\_\_

Recent  
passport size  
photograph

1. Full Name (in Block letters) :

2. Father's / Husband's name :

3. Date of Birth :

4. Contact details

a. Address for communication :

b. Telephone / Mobile no. :

c. Email :

5. Age as on 30.06.2019 :

6. Whether SC/ST/OBC\* :

7. Whether physically handicapped\* :

8. Education & Technical Qualification \* :

SN	Educational Qualification	Board/ University/ Institute	Division/ Grade/ Percentage	Year of passing

7. Experience :

SN	Organisation	Post held	Period	Duties performed

10. Computer proficiency :

11. Foreign study tours/  
assignments/ seminars etc attended :

12. Time required for joining :

13. Publications if any :

14. List of enclosures :

**Declaration**

I hereby declare that the particular furnished above are true, complete and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false or incorrect/incomplete of ineligibility being detected at any time before or after selection/ interview, my candidature is liable to be rejected and i shall be bound by the decision of the Directorate of Jute Development. I have read this circular and ready to accept all the terms and conditions of engagement.

**Signature**  
**(Full name of the applicant)**

**Place:**

**Date:**

**\* Please attach photocopies of certificates and testimonials.**