

File No. 1(7)/2022-Eco. Wing (24674)

Ministries of Heavy Industries

Udyog Bhawan, New Delhi

Economic Division

Udyog Bhawan, New Delhi

Dated : 30th September, 2024

Sub- Engagement of one Consultant Grade-I for Economic Wing, MHI-reg.

The Ministry of Heavy Industries to engage 01 (one) **Consultants Grade-I (Economics)** for attending to specific and time-bound tasks of the Ministry. Only person with requisite qualification and experience may apply to the said post. The terms and conditions as well as period of engagement, eligibility, experience etc. for the post are as under:

Job title	Consultant Grade-I - Economics	
Mode of recruitment	Contract basis	
Job description	Work related to providing economic policy inputs, advice relating to Industrial Policy, Foreign Trade Policy (with focus on heavy industry sectors), bilateral and multilateral trade, taxes and duties (such as safeguard and anti-dumping duties), analysis of trends of industrial production and growth, Output Outcome Monitoring Framework and Data Governance Quality Index	
No. of vacancies	One	
Eligibility	Essential: Master's Degree in Economics or in equivalent stream from a reputed and Govt. recognized Institution Desirable: Persons with PhD, additional qualifications, research & experience, published papers & post qualification experience in the relevant field would be preferred. Other Attributes: Candidates must have a strong working knowledge of MS Office and be proficient in conducting research using Google and other applications. They should also possess excellent interpersonal skills and strong communication abilities.	
Remuneration per month	Rs. 100,000/- (initial). The yearly enhancement in remuneration may be as per the following	
	Performance	Enhancement in remuneration
	Performed only routine/assigned work	Nil
	Individual Consultant who have made significant contribution in their domain and have shown exceptional quality in providing the desired output as expected by higher authorities on the assigned/specific task	Upto 5% of the remuneration with the approval of AS/JS/EA of the concerned Division.

o/c

	In exceptional cases, where the individual Consultant demonstrated exemplary performance in his/her domain and has made significant contribution in policy making and his/her articles have been published in reputed Journals/magazines/newspapers or has authored books.	Upto 10% of remuneration with the approval of Secretary (HI)
	The total enhancement in remuneration shall not exceed annually 10% in any case.	
Age Limit	The upper age limit for applicants should not exceed 45 years as of 01.10.2024.	
Period of engagement	The tenure of engagement as Consultant will primarily be for a period of two years, which can be extended by one-year subject to the satisfactory annual performance review based on clearly defined key performance indicators.	
Experience	3 to 8 years of post-essential qualification experience of working in PSU / Government/ Research Organization/ Industry.	
Allowances	No Govt. allowances shall be admissible to Consultant Grade-I. However, if the Consultant is required to undertake domestic Tours for official work, they will be eligible to claim travelling allowance as per MHI guidelines dated 27.08.2024. (copy attached)	
Mode of selection	Short listed candidates who meets the Qualification / Experience criteria for the above vacancies will be called for interview through online/offline mode as decided by division head.	
Medical	Prior to appointment as consultant, Individual Consultant, will have to submit a statement of Good Health from a recognized physician and during the tenure as Consultant Grade-I, he / she will not be entitled for any medical benefits from the Ministry.	
Other terms & conditions	Other terms and conditions not mentioned above will be as per the guidelines issued by MHI dated 27.08.2024	
Place of posting	Udyog Bhawan, New Delhi	

*General Terms and conditions are placed at Annexure I.

Submission of applications- Eligible candidates may apply online on the link given below within 15 days from the date of publication of advertisement on the MHI website (www.heavyindustries.gov.in). Applications will be accepted in online mode only. The google form link for Consultant Grade-I (Economics) is The google form link for Consultant Grade-I (Economics) is

https://docs.google.com/forms/d/e/1FAIpQLSf9aulLr-jbwEFUuCB8IFmxcMROOg4Rvsxd5wY0Y0iL-ITjdg/viewform?usp=sf_link

Clickable link

<https://docs.google.com/forms/d/e/1FAIpQLSf9aulLr-jbwEFUuCB8IFmxcMROOg4Rvsxd5wY0Y0iL-ITjdg/viewform>

(Anuradha Bhadwal)

Under Secretary to the Government of India

Email id: anuradha.bhadwal@nic.in

Ph no: 23063512

Copy to:

1. NIC for publication on website of MHI
2. GA Section for publication in 2 leading news paper

[Signature]
30/09/24

Annexure I

General Terms & Conditions

1. He/She will be paid consolidated remuneration of Rs. 100,000/- (Rupees 1 lakh only) per month (minus Professional Tax/TDS as applicable), subject to periodical completion of work certified by Controlling Officer. He/She will not be entitled to any allowances such as TA/DA, CCA, HRA, CGHS, Medical Reimbursement or any other relief, etc. However, the individual Consultant, who may require to undertake domestic official tours with due approval, will be allowed as per MHI guidelines dated 27.08.2024.
2. Consultant Grade I will be engaged for a fixed period of two years which may be extended by one year i.e., 2+1 years for providing high quality services on specific projects as per requirement of the concerned Divisions. However, their continuation in their respective position beyond the first and subsequent years would be contingent on a satisfactory Annual Performance Review based on clearly defined Key Performance Indicators. Extension beyond five years may be considered under exceptional circumstances with the approval of Secretary (HI).
3. Prior to appointment as Consultant Grade -I, the individual consultant will have to submit a statement of Good Health from a recognized physician. In the event of death, injury or illness of any Individual Consultant which is attributable to the performance of engagement on behalf of MHI under the terms of the Consultancy Contract while the Individual Consultant is traveling at the expense of MHI or is performing any responsibilities under the Consultancy Contract in any offices or premises of MHI or Government of India, the Individual Consultant or the Individual Consultant's dependents, as appropriate, shall not be entitled to any compensation. He/She is also required to bring his/her original educational/experience certificates, Identity proof i.e. Aadhaar or Voter Id card etc for verification by this Ministry.
4. The Consultant may follow the normal working hours as prescribed (i.e. 09:00 AM to 05:30 PM). However, as per the exigency, he/she has to sit late to complete the time-bound work or may have to attend office on holidays/weekends. The consolidated remuneration will be released by MHI on the basis of biometric attendance registered by the Individual YP/Consultant or on certification by concerned Division in the prescribed format.
5. Individual Consultants shall be entitled to leave at the rate of one day for each completed month with no accumulation of leave beyond a calendar year. Balance leaves not availed cannot be carried forward to the next year. Further, leave up to one-month may be considered without remuneration with the approval of concerned JS/AS. However, in exceptional cases for professional development, training etc., this condition may be relaxed by Secretary (HI). In case of retired Government Servants, leave will be admissible in terms of the Department of Expenditure O.M. No.3-25/2020-E.IIIA dated 09.12.2020.

6. MHI shall be entitled to all intellectual property and other proprietary rights, including, but not limited to, patents, copyrights and trademarks, with regard to products, processes, inventions, ideas, know-how or documents and other materials which the Individual Consultant has developed for MHI under the Consultancy Contract and which bear a direct relation to or are produced or prepared or collected in consequence of, or during the course of, the performance of the Consultancy Contract, and the Individual Consultant acknowledges and agrees that such products, documents and other materials constitute works made during the engagement for MHI. Subject to the foregoing provisions, all maps, drawings, photographs, mosaics, plans, reports, estimates, recommendations, documents and all other data compiled by or received by the Individual Consultant under the Consultancy Contract or as result of such Consultancy Contract shall be the property of MHI that shall be made available for use or inspection by MHI at reasonable times and in reasonable places. It shall be treated as confidential and shall be delivered only to MHI's authorized officials on completion of work under the Consultancy Contract.

7. The Individual Consultant shall be subject to the provisions of the Indian Officials Secrets Act, 1923. The Individual Consultants shall not, except with the previous sanction of MHI or in the bona fide discharge of their duties, publish a book or a compilation of articles or participate in TV/Radio broadcast/ Social Media or contribute an article or write a letter in any newspapers or periodical either in their own name or anonymously or pseudonymously in the name of any other person, if such book, article, broadcast or letter relates to subject matter assigned to them by MHI. The Individual Consultant is prohibited from sharing any material that was created as part of the Consultancy or received during the engagement at the MHI from external agencies or from within MHI.

8. The Individual Consultants shall be expected to follow all the rules and regulations of the Government of India which are in force. They will be expected to display utmost honesty, secrecy of office and sincerity while discharging their duties. In case, the services of any Individual Consultant are not found satisfactory or found in conflict with the interests of the MHI /Government of India, his/her engagement will be liable for discontinuation without assigning any reason.

9. The MHI can terminate the Consultancy Contract at any time without prior notice and without providing any reason for it. MHI reserves the right to terminate the services of an Individual Consultant at any stage, in the event of failure in the performance of the assigned task or in the case of a failure to observe the prescribed standards of conduct. However, in the normal course, MHI will provide one month's notice to the Individual Consultant. The Individual Consultant can also seek for termination of the Consultancy Contract upon giving one month's notice to the MHI.

10. Other terms & conditions not mentioned above shall be governed as per the guidelines issued by MHI dated 27.08.2024.
