

No. 35/43/2020-DC
Government of India
Ministry of Environment, Forest & Climate Change
(Desertification Division)

Indira Paryavaran Bhawan, Jor Bag
New Delhi,
12th March, 2021

Advertisement for Hiring of Consultants

Applications in the prescribed proforma (as per Annexure to the advertisement) are invited from eligible candidates for filling up of posts of **Consultant 'B'** in the Ministry of Environment, Forest & Climate Change, New Delhi, as per details given below:

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| 1 | Name of the Post | <p>Consultant 'B' in Ministry of Environment, Forest & Climate Change, New Delhi</p> <p>1. Project Management and Modelling– 1 consultant</p> <p>2. Geospatial Data and Modelling - 1 consultant</p> <p>3. Integrated Assessment Modelling – 1 consultant</p> |
| 2 | Period of Consultancy | <p>Initial tenure of the engagement for a person as Consultant would be for One year and it would be extended for a period of up to a period of three years (1+1+1) depending on the continuation of the project [subject to performance and presence of the professional in the Division being highly useful]. Continuation of the Consultant beyond three years for up to additional two years will be considered on case to case basis with the approval of the competent authority.</p> |
| 3 | Nature of Duties | <p><u>For Project Management and Modelling:</u></p> <p><i>Duties and Responsibilities:</i></p> <ol style="list-style-type: none"> I. Supports in coordinating with central ministries, state ministries and other relevant stakeholders for ensuring their perspective is incorporated into the model development. II. Supports the project coordinators to ensure smooth functioning of the project, and takes proactive steps in organizing consultations with team members and stakeholders. III. Takes the lead in the integration of analysis from other team members based on the engagement with stakeholders and requirements of MoEFCC. IV. Supports other team members as needed in the development of modeling tools, including collection and processing of relevant data collected in India. V. Supports in undertaking review of published literature related to the project. VI. Supports scenario analysis and data visualizations based on direction from the Principle Investigator and project coordinators. VII. Supports in designing of policy and technical solutions to be included in the modeling VIII. Provides bi-weekly updates on the progress of modelling and data collection to the principle investigators and MoEFCC. IX. Supports in the drafting of final project reporting and presentations occurring throughout the project. <p><u>For Geospatial Data and Modelling</u></p> |

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| | | <p><i>Duties and Responsibilities:</i></p> <ol style="list-style-type: none"> I. Assesses current and future water resources in India's river basins using distributed hydrological models II. Takes the lead in identifying and collecting relevant geospatial data from stakeholders in India, and processing this information into different formats for further analysis and modeling III. Works within a larger team to support integration of model results based on the requirements of MoEFCC. IV. Supports in undertaking the review of published literature related to the project V. Supports scenario analysis and visualization based on direction from the Principle Investigator and Project Coordinator VI. Supports in designing of policy and technical solutions to be included in the modeling VII. Supports in the drafting of final project reporting and presentations occurring throughout the project VIII. Supports in the day-to-day management of the MoEFCC project. <p><u>For Integrated Assessment Modelling</u></p> <p><i>Duties and Responsibilities:</i></p> <ol style="list-style-type: none"> I. Assesses the economic impacts of India's water, energy and land policies using a multi-sector decision-making tool II. Takes the lead in identifying and collecting relevant data from stakeholders in India, and processing this information into different formats for further analysis and modeling III. Works within a larger team to support integration of model results based on the requirements of MoEFCC. IV. Supports in undertaking the review of published literature related to the project V. Supports scenario analysis and data visualization based on direction from the Principle Investigator and Project Coordinator VI. Supports in designing of policy and technical solutions to be included in the modeling VII. Supports in the drafting of final project reporting and presentations occurring throughout the project VIII. Supports in the day-to-day management of the MoEFCC project. |
| 4 | Job Location | Ministry of Environment, Forest & Climate Change, New Delhi. |
| 5 | Qualification & other Criteria | <p>Applicant should be Indian national. The essential qualification for each consultant is as under:</p> <p><u>A. For Consultant Project Management and Modelling (Under CONSULTANT 'B' Category)</u></p> <p>Essential:</p> <ol style="list-style-type: none"> I. Post Graduate degree in a relevant discipline, e.g., engineering, economics, natural resource management |

or operations research. PhD holders in the relevant field will get certain weightage in selection.

- II. **At least 5 years of experience** working with government and non-governmental organizations in India in relevant field.
- III. **At least 5 years of experience*** with handling large amounts of data in different formats using Python and/or R programming languages.
- IV. Previous experience working on co-development of software and data analysis using online collaborative tools such as github (demonstrated through submission of appropriate link to online portfolio).
- V. Experience of working in an interdisciplinary and international setting with colleagues from diverse backgrounds
- VI. Fluency in communicating and writing reports in English

* Candidates must demonstrate the experience through submission of a previous work example (e.g., a data handling script written in one of the programming languages identified above and/or a scientific paper led by the candidate). The candidate may be requested to write a script for completing a simple data handling task during the interview to test their programming skills. Work experience can be obtained within the context of post graduate studies.

**B. For Consultant Geospatial Data and Modelling
(Under CONSULTANT 'B' Category)**

Essential:

- I. Post Graduate degree in a relevant discipline, e.g., hydrology, engineering, geospatial science, natural resource management, or data science. PhD holders in the relevant field will get certain weightage in selection.
- II. **At least 5 years** of experience with hydrological and/or land-use modeling tools and climate change impacts studies.
- III. **At least 5 years** of experience* with handling large amounts of geospatial data in different formats using Python, R and/or Google Earth Engine
- IV. Previous experience working on co-development of software and data analysis using online collaborative tools such as github (demonstrated through submission of appropriate link to online portfolio).
- V. Experience of working in an interdisciplinary and international setting with colleagues from diverse backgrounds
- VI. Fluency in communicating and writing reports in English

*Candidates must demonstrate the experience through submission of a previous work example (e.g., a data handling script written in one of the programming languages identified above and/or a scientific paper led by the candidate). The candidate may be requested to write a script for completing a

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| | | <p>simple data handling task during the interview to test their programming skills. Work experience can be obtained within the context of post graduate studies.</p> <p style="text-align: center;"><u>C. For Consultant Integrated Assessment Modelling (Under CONSULTANT 'B' Category)</u></p> <p>Essential:</p> <ol style="list-style-type: none"> I. Post Graduate degree in a relevant discipline, e.g., engineering, economics, natural resource management or operations research. PhD holders in the relevant field will get certain weightage in selection. II. At least 5 years of experience with mathematical programming languages such as GAMS or AMPL. III. At least 5 years of experience* with handling large amounts of data in different formats using Python and/or R programming languages. IV. Previous experience working on co-development of software and data analysis using online collaborative tools such as github (demonstrated through submission of appropriate link to online portfolio). V. Experience of working in an interdisciplinary and international setting with colleagues from diverse backgrounds VI. Fluency in communicating and writing reports in English <p>* Candidates must demonstrate the experience through submission of a previous work example (e.g., a data handling script written in one of the programming languages identified above and/or a scientific paper led by the candidate). The candidate may be requested to write a script for completing a simple data handling task during the interview to test their programming skills. Work experience can be obtained within the context of post graduate studies.</p> |
| 6 | Remuneration & Entitlement | <p><u>Remuneration:</u> Rs.80,000/- per month.</p> <p><u>Other Entitlements:</u></p> <p><u>Allowances:</u> The Consultants shall not be entitled to any allowance such as Dearness Allowance, Residential Telephone, Residential Accommodation, Personal Staff, CGHS, Medical Reimbursement etc.</p> <p><u>Leave:</u></p> <ol style="list-style-type: none"> a) Consultant shall be eligible for 8 days leave in a single year of Consultancy; b) The leave shall accrue to them on completed month basis calculated from their date of joining on pro-rata basis; c) Consultant shall not draw any remuneration in case of his/her absence beyond 8 days in a year (calculated on pro-rata basis); d) Un-availed leave in tenure of single year cannot be carried forward to next tenure of 1 year. (e) The intervening Saturday, Sunday or Gazetted |

Holidays during a spell of leave not be counted against the 8 leaves.

Increment:

The quantum of annual increment to Consultant shall be between 0% to 8% in their remuneration depending upon quality of performance that may be determined judiciously by Divisional Head on case to case basis.

No TA / DA shall be admissible for interview/ joining the assignment or on its completion. Normally, Consultants will not be allowed foreign travel at Government expenses. In exceptional circumstances, Secretary may allow foreign travel in public interest as per extant Rules. Consultants shall be allowed TA, DA and hotel accommodation in connection with the official work as per the provisions of SR 190. Travelling allowance may be allowed in 2nd AC, travel charges through taxi on actual basis for travel within the city, food bill upto Rs. 500/- per day and hotel charges upto Rs. 2000/- per day, subject to the actual.

Attendance and working days:

(a) The working hours of the professional shall be same as regular Government employee working in MOEF&CC. No extra remuneration shall be allowed for working beyond office hours Saturdays/ Sundays/ Gazetted holidays. Compensatory leave in such cases shall be at the discretion of the Divisional Head of the concerned Division.

(b) The attendance shall be marked in the Biometric system by the Consultant.

Conflict of Interest

- a) The Consultant shall be expected to display utmost honesty, secrecy, sincerity and good conduct while discharging his/her duties. In case services of Consultants found in conflict with interests of Government or unsatisfactory, his/her engagement will be liable for discontinuation without assigning any reason;
- b) During the period of assignment with MOEFCC, the Consultant would be subject to the provisions of the Indian Official Secret Act, 1923 and will not divulge any information gathered by him during the period of his assignment to anyone who is not authorized to know the same.
- c) Selected candidates shall provide integrity certificate from 2 references known to them.
- d) A self-undertaking shall be provided by the candidate to the effect that he/she has no criminal record or criminal case in any court is pending against them.

In addition to the above, the service conditions of the Consultants will be governed under the guidelines of the Ministry in this regard and as amended from time to time.

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| | | As the posts are temporary in nature and purely contractual, in no case any request for promotion OR Regularization of service of a candidate shall be entertained. |
| 7 | How to apply | Interested applicants may submit application indicating their interest in working for the Ministry of Environment, Forest and Climate Change as per proforma given in Annexure-I along with self-attested documentary proof . |
| 8 | Age Limit | The maximum age limit for Consultants shall be 65 years . On the date of issue of this advertisement in the Employment News . |
| 9 | Selection procedure | Selection Procedure is in Note below |
| 9. | Last Date for receiving application | Willing persons, who meet the criteria may submit their application <u>latest by 9th April, 2021</u> |
| 10 | Application should reach to | Under Secretary Desertification Cell Room No. A-443 MINISTRY OF ENVIRONMENT, FOREST & CLIMATE CHANGE INDIRA PARYAVARAN BHAWAN JOR BAG NEW DELHI-110003 |

Note: Selection Procedure:

| Sl. No. | Criteria | Full Marks | Weightage of marks obtained | Remarks |
|---------|--|--|-----------------------------|---|
| 1 | Percentile of marks obtained in Qualifying Examination | 20 | 40% | n/10x40 , where 'n' is marks obtained in the qualifying examination. |
| 2 | Additional Years of relevant Experience | 2 marks for every additional completed year of experience. Maximum up to 10. [No marks for minimum required experience and 2 marks for each additional completed year of relevant experience and on pro-rata basis for fraction of year] | | |
| 3 | For having PhD | 05 | 100% | |
| 4 | Additional experience on A-III, B-III & C-III | 4 marks for every additional completed year of experience. Maximum up to 20. [No marks for minimum required experience and 4 marks for each additional completed year of relevant experience and on pro-rata basis for fraction of year] | | |
| 5 | For Working Experience on A-IV, B-IV & C-IV | 2 marks for every additional completed year of experience. Maximum up to 10. [No marks for minimum required experience and 2 marks for each additional completed year of relevant experience and on pro-rata basis for fraction of year] | | |
| 5 | Personal Discussion/ Interview | 30 | 100% | |
| 6. | Writing a script for completing a simple data handling task during the interview | 05 | 100% | |
| | Total Marks | 100 | | |

ANNEXURE

**APPLICATION PROFORMA FOR THE POST OF CONSULTANT
IN MINISTRY OF ENVIRONMENT, FOREST & CLIMATE CHANGE, NEW DELHI**

Paste your
recent
passport
size
Photograph
here

POST APPLIED FOR :
(Please mark ✓ Tick in box)

Project Management and Modelling
Geospatial Data and Modelling
Integrated Assessment Modelling

- 1.Name:
2. Father's Name:
- 3.Date of Birth:
- 4.Domicile:
5. Nationality:
6. Mailing Address (With Telephone/Mobile No. and e-mail address)
7. Permanent Address:
- 8.Essential Educational Qualifications:

| Sl. No. | Course | Subject | University/Insti tute | Year Passing | of | Division/Class with percentage of Marks |
|---------|--------|---------|--------------------------|-----------------|----|--|
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9.Details of Work Experience in the chronological order, if applicable. (*Enclose a separate sheet, if space below is insufficient*)

| S.No. | Organization/ Institute | Period | | Nature of work | Remarks |
|-------|-------------------------|--------|----|----------------------|---------|
| | | From | To | | |
| | | | | | |
| | | | | | |
| | | | | | |

10.Details of courses/ training programmes attended, if any:

11.Details of publication, if any:

12.Languages known:

13.Details of previous Consultancy, if any:

14. Whether Certificates relating to A-II/ B-II/ C-II (as the case may be) has been **enclosed**
(Please consult the Essential Qualification Part of the Advertisement)
(in case it is not enclosed, the application will be rejected as it is one of the essential qualifications)
15. Whether Certificates relating to A-III/ B-III/ C-III (as the case may be) has been **enclosed**
(Please consult the Essential Qualification Part of the Advertisement)
(in case it is not enclosed, the application will be rejected as it is one of the essential qualifications)
16. Whether Certificates relating to A-IV/ B-IV/ C-IV (as the case may be) has been **enclosed**
(Please consult the Essential Qualification Part of the Advertisement)
(in case it is not enclosed, the application will be rejected as it is one of the essential qualifications)
17. Documents to be submitted (Self attested) [Please ensure that copies are legible]:
- (i) PhD Certificate (if any)
 - (ii) Masters' Degree Certificate
 - (iii) Bachelor's Degree
 - (iv) Experience Certificates (A-II, III, IV/ B-II, III, IV and C-II, III & IV)
 - (v) Age proof
18. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if need be:

Undertaking:

I hereby certify that all the information given above is true to the best of my knowledge. If any of the above information is found to be incorrect at a later stage, I shall be liable to be disqualified/terminated from the contract.

(Signature of candidate)

Date:

Place: