

		<u>7th State Finance Commission</u>
Post Title	:	Research Assistant
No. of Post	:	Six nos.
Organization	:	7th State Finance Commission
Supervisor	:	Member Secretary, 7th State Finance Commission
Duty Station	:	Panchkula
Duration	:	Period of the Commission or as decided by the Chairman, whichever is shorter.
Type of Contract	:	Direct Contract
Remuneration	:	Rs. 60,000-75,000 P.M

Background

In pursuance of the provisions of Article 243 I and 243 Y of the Constitution of India and section 213 of the Haryana Panchayati Raj Act, 1994 (Act 11 of 1994) and rule 3 of the Haryana Finance Commission Rules, 1994, the State Government has constituted the 7th State Finance Commission. The Commission shall make recommendations relating to the following matters: -

- I. a.the principles which should govern –
 - i. the distribution between the State and Zila Parishads, Panchayat Samitis and Gram Panchayats, of the net proceeds of the taxes, duties, tolls and fees leviable by the State which may be divided between them under part IX of the Constitution of India and the allocation between the Zila Parishad, Panchayat Samitis and Gram Panchayats at all levels of their respective shares of such proceeds;
 - ii. the determination of the taxes, duties, tolls, and fees which may be assigned to, or appropriated by, the Gram Panchayats, Panchayat Samitis, and Zila Parishads;
 - iii. the Grants-in-aid to the Zila Parishads, Panchayat Samitis and Gram Panchayats from the Consolidated Fund of the State;
- b.the measures needed to improve the financial position of the Gram Panchayats, Panchayat Samitis, and Zila Parishads;
- II. a.the principles which should govern-
 - i. the distribution between the State and the Municipalities of the net proceeds of the taxes, duties, tolls, and fees leviable by the State, which may be divided between them under part IX A of the Constitution of India, and the allocation between Municipalities at all levels of their respective shares of such proceeds;
 - ii. the determination of the taxes, duties, tolls, and fees which may be assigned to, or appropriated by, the Municipalities;
 - iii. the Grants-in-aid to the Municipalities from the Consolidated Fund of the State;
- b.the measures needed to improve the financial position of the Municipalities.
- III. In making its recommendations, the Commission shall have regard, among other considerations, to: -
 - i. The objective of balancing the receipts and expenditure of the State and for generating surplus for capital investment.
 - ii. The resources of the State Government and demands there on particularly in respect of expenditure on Civil Administration, maintenance and upkeep of capital assets, Maintenance expenditure on plan schemes and other committed expenditure or liabilities of the State; and

- iii. the requirements of the Panchayati Raj Institutions and the Municipalities, their potential for raising resources and for reducing expenditure.

Duties and Responsibilities:

Under the supervision of the Member Secretary and Chairman, 7th State Finance Commission, the incumbent will –

- Help in establishing processes, timeline, and action plan for preparation of Report.
- Develop and administer evaluation reports of the previous Finance Commissions and Commissions of other States, including Central Finance Commission.
- Coordination with agencies/stakeholders involved in the process, including central and state agencies and technical agencies.
- Suggest and prepare detailed concept notes for probable measures that will improve the financial position of the PRIs and ULBs.
- Collate and present information related to state PRIs and ULBs and prepare analytical reports on the information so collated.
- Contribute to the design of meetings with the stakeholders at HQ level as well as at field level.
- Contribute substantial input to development of work plans, research questions, project concept notes.

Competencies:

Functional Competencies:

Job Knowledge/Technical Expertise

- Familiar with the Central and State policies related to financial management, development context, and key developmental issues in the State.
- Proficiency in writing concept notes, background material based on secondary data.
- Excellent written and oral Communication skills
- Knowledge of IT skills including SPSS and STATA.
- Strong writing and analytical skills.

Core Competencies:

- Promotes and enforces ethics and integrity and creates precedence in good practice.
- Demonstrates domain knowledge and sound judgment.
- Self-development, ability to take initiative, adopt a corporate approach to complex situations.
- Creates and promotes an enabling environment for open communication.

Required Qualification and Experience:

Education:

- Master's degree in Economics/Finance/Business with excellent academic record.

Experience:

- Weightage will be given to those who worked earlier in any State Finance Commission /Public Finance Institution/Central Finance Commission

Language:

- The incumbent should possess working knowledge and fluency in English and Hindi with the ability to read, write and speak these languages effectively.

Mode/Process of Selection:

Particulars	Weightage
Experience	60%
Interview	40%

VI. Application Information

- Interested applicants may apply to this announcement through email on memsec-7sfc@hry.gov.in
- All applicants must submit the detailed curriculum vitae with a covering letter in a single PDF document. The covering letter should highlight what makes the applicant a good fit for the position.
- Only shortlisted candidates will be contacted through e-mail and phone.