

Shastri Bhawan, New Delhi  
 Dated the 9<sup>th</sup> July, 2019.

**VACANCY CIRCULAR**

**Sub: Engagement of Young Professional (YP) on contract basis in Department of Chemicals and Petrochemicals, Ministry of Chemicals and Fertilizers.**

It is proposed to engage Young Professional (YP) to work as full time Professionals in the Department of Chemicals and Petrochemicals to attend specific work. The requisite qualification/experience, eligibility criteria, remuneration, working hours tenure of engagement and other terms and conditions would be as under:-

1.	Scope of service/Work	i) Statement of objective Assisting the officers of the Economic Division of the Deptt. of Chemicals and Petrochemicals. ii) Outline of task to be carried out. (a) Coordinate & Collect information from Policy Divisions & other stakeholders & assist in preparation of Economic Reports. (b) Economic analysis of available information on the two sectors. (c) Assist in preparation of suitable policy prescriptions for the Department. (d) To examine & prepare briefs on various reports received by the Department.
2.	i) Essential Qualification ii) Desirable	: Master Degree in Economics : M.Phil or additional qualification; specialization in Finance/statistics
3.	Essential work Experience  Desirable (i) (ii) (iii)	: Minimum one year work Experience in Government Sector, including PSUs, or Public Limited Companies.  : Work experience in chemicals & Petrochemicals sector.  : Work experience in Govt. sector.  : (a) Good working knowledge of technology based skills on computer, statistical software ability to work on ICT

*Di/A*  
*22/7/19*

*JCA (A) H*  
*2/7/19*

*Di (A)*

*S/O*  
*23/7/19*

*28861 Di/A*  
*22/07/19*

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*Di*  
*24/7/19*

*Di (Adm) 20535*  
*23/7/2019.*

सचिव, परमाणु ऊर्जा विभाग  
Secretary, DAE  
19 JUL 2019  
संख्या/No.....

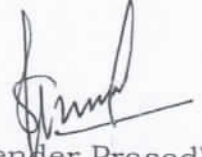
		Applications. (b) Strong communication and interpersonal skills
4.	Age Limit	Candidate should be below 32 years of age on 1 <sup>st</sup> July of the year of the advertisement
5.	Remuneration	Rs.40,000/-consolidated per month (all inclusive). No other allowance/facility such as D.A., accommodation, residential phone, conveyance, transport, foreign travel, personal staff, LTC, medical reimbursement, CGHS etc. will be admissible.
6.	Tenure of engagement.	Initially for six months extendable upto a maximum of three years based on the Annual Performance Report and continuous monitoring of the incumbent.
7.	Working Hours	Working hours shall normally be from 9.00 AM to 5.30 PM during working days including half an hour lunch break in between. However, in exigencies of work, he/she may be required to sit late and he may be called on Saturday/ Sunday and other Gazetted holidays. No extra remuneration shall be allowed/paid.
8.	Attendance	Young Professional shall be compulsorily required to enroll himself in the Aadhar based Biometric Attendance System (BAS). Attendance registered by the staff in the BAS only shall be taken as proof of their attendance in the office and on the basis of which fees/ remuneration will be paid.
9.	Leave	Young Professional shall be eligible for 08 days leave in a year of engagement. However, unavailed leave cannot be carried forward, in case of extension beyond the period mentioned above.
10.	Termination of Services.	The services of young Professional may be terminated at any time by the Government or by the Young Professional without assigning any reason by giving a notice of fifteen days. The decision of the Department of Chemicals and Petrochemicals shall be final in all respects.



11.	TA/DA	No TA/DA shall be admissible for attending interviews and joining the assignment or on its completion
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2. The person who fulfills the eligibility criteria and is willing to offer his/her services as Consultant, may submit his/her application in the prescribed proforma as **Annexure** within 21 days from the date of publication of advertisement in Employment News to Under Secretary (Estt.), Department of Chemicals and Petrochemicals, Room No.434, 'C' Wing, Shastri Bhawan, New Delhi-110001.

3. Ministries/Department is requested to give wide publicity to this vacancy circular among their staff and Subordinate/Attached offices.



(Satender Prasad)

Under Secretary to the Govt. of India

Tele: 23386013

To

- 1) All Ministries/Departments of the Government of India.
- 2) All Universities / Recognized Research Institutions.
- 3) Admn. Section for uploading this OM on GeM website.
- 4) NIC, D/o C&PC for uploading this OM on the website.

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**PROFORMA**

Engagement as Young Professional) in Department of Chemicals and  
Petrochemicals, Shastri Bhawan, New Delhi-110001

SELF ATTESTED PHOTO

1.	Application for which applying	
2.	Name in full (Block Letters).	
3.	Date of Birth/ Age.	
4.	Whether Medically fit.	Yes / No
5.	Address for correspondence	
6.	Permanent Address	
7.	Mobil No.	
8.	E-mail address	
9.	Telephone No.(Land Line)	

11. Academic Qualification (In reverse order, starting from the latest):

S.No.	Degree	Year	Subjects	University/Institute	Class/Division	Distinction (if any)
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\* Attach Separate copy, if required. Self attested documents shall be attached.

12. Work Experience (In reverse order, starting from the latest):

S.No.	Name of the orga nization	Nature of the orga nization (To Governm ent/ Priv ate)	From	Designation	Nature of Work	Remuneration receiv ed
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Note: Self attested documents in support of claims shall be attached.

13. List of relevant technical and academic publication (if any).

14. A short note on your suitability for the post.

15. Any other information, the candidate desires o state:

Date:  
Place :

(Signature of the Applicant)