

**Government of India
Ministry for Law and Justice
Department of Justice
National Mission for Justice Delivery and Legal Reforms**

**CALLING APPLICATION FOR THE POST OF
STATISTICIAN**

Applications are invited from suitable candidates for the posts of one (1) Statistician to be engaged under the National Mission for Justice Delivery and Legal Reforms (NMJDLR) Division of the Department of Justice. The interested candidates must submit their application in the pro-forma as given below within **21** days of publication of this advertisement.

2. The applications must be submitted online ONLY, vide email at dir-nm-doj@gov.in / gaurav.tripathi@nic.in by last date of submission of applications i.e. **04.03.2024**.

3. The terms and conditions for engagement of Statistician on contractual basis and the details of requirement are as follows: -

Details of requirement for Statistician

Name of Position	Statistician
Number of Position	1 (One)
Place of Posting	New Delhi
Method of recruitment	Contract-based from open market.
Tenure	One (1) year on contractual basis from date of joining, subject to satisfactory performance rendered and a maximum of 3 years, if required. The Department reserves the right to terminate the engagement anytime without assigning any reason, with 1 (one) month notice period. 1 (one) month notice is also mandatory in case the Professional proposes to leave the assignment.
Remuneration	Rs. 70,000 per month.
Annual Increment	Eligible for up to 10% annual increment depending upon the satisfactory performance of the candidate.

Essential Educational Qualifications	Post Graduate Degree in Statistics / Mathematical Statistics / Mathematical Economics / Econometrics or equivalent from a recognized University / Institution in India or from a university or Institution abroad duly recognized in India.
Desirable Qualifications	A doctoral degree in applied Statistics / modern statistical / econometrics models, from a reputed University / Institution in India or from a university or Institution abroad duly recognized in India.
Experience	Relevant experience in using statistical computing, software packages, Python and applying mathematical statistical techniques and theories in the collection, processing, analysis, evaluation and dissemination of relevant data. Persons with knowledge of Excel having at least 3 years of experience in Report Writing, data processing and basic data analysis using spread sheets.
Job Description	The services of the Statistician shall be used for analysing the data being fed by the States / High Courts on various MIS portals, Nyaya Vikas Portal, National Judicial Data Grid (NJDG), iJuris and other such inter as well as intra-Departmental data being put out in public domain, so that the best practices across ministries, proper trend analysis, pattern recognition can be done and the relevant statistical information and trends could be disseminated amongst the various stakeholders. The Statistician apart from analysing and compiling data will also examine the various reports submitted under the Action Research scheme of the NMJR Division and provide timely inputs for more customized, tailored solutions for recalibrating the various schemes and programs being run by the Department of Justice.
Age Limit	The minimum age of the candidates as of the date of application should be more than 18 years but the maximum age should not be more than 35 years.
Leave	12 days in a year on pro-rata basis. Additional leave without pay would be permitted only upon approval of Reporting Officer.

General Conditions for Statistician

I. Procedure for selection:

- i. The selection shall be made in accordance with the provisions contained in GFR 2017 under Rules 177 to 196 and Chapter 7 Selection of individual Professional / Service Provider (para 7.1 and 7.2) Chapter - 6 (para 6.5) of Manual for Procurement for Consultancy and Other Services 2017.
- ii. The requirement of Statistician will be advertised on the website as well in at least one newspaper.
- iii. The applications received shall be placed before a Screening Committee headed by officer of the level of Deputy Secretary / Director of the concerned scheme / project.
- iv. Shortlisted applications shall be placed before a Consultancy Evaluation Committee (CEC) headed by Joint Secretary of the concerned scheme / project.
- v. The Committee shall prepare a panel of 3 names per vacancy which will include 2 persons in the waiting list, subject to a receipt of adequate applications. The panel would be valid for a period of one year.

II. General:

The Professional shall not, except with the previous sanction of Department of Justice or into the bona fide discharge of his or her duties, publish a book or a compilation of articles or participate in radio broadcast or contribute an article or write a letter in any newspapers or periodical either in his 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 him by Department of Justice.

III. TA/DA:

The Professional shall be allowed to undertake domestic tours as required by their duties for which TA/DA and Hotel Accommodation shall be paid as admissible to the Central Government employees drawing grade pay of Rs. 5400/- (pre-revised) of Level 10.

IV. Termination Notice:

The Department of Justice can cancel the engagement at any time without providing any reason for it. However, in the normal course it will require

one month's notice to the Professional. The Professional will also have to give notice of one month in case he/she proposes to leave the assignment.

V. **Relaxation:**

Under exceptional circumstances and in the case of meritorious candidates, the above guidelines may be relaxed with the approval of Secretary, Department of Justice.

VI. **Verification:**

The Police Verification of the Professional shall be done as per the latest instructions issued by MHA.

**CV Format for the position of Statistician on contractual basis with
Department of Justice, Government of India**

Application for the post of.....

1. Name:
2. Father's Name/Mother's Name:
3. Gender
4. Date of Birth:
5. Age:
6. Nationality:
7. Current Postal Address with Post Office code & name of Police Station:
8. Email ID:
9. Contact No. (Tel): Mobile:
10. Permanent Address:
11. Educational Qualification (Bachelor degree and above)

(Please attach separate sheet if required)

S. No	Course/ Degree	Subject (Specialization)	Name of University	Year of Passing	Division With % marks obtained	Enclosure of self-attested copies (Yes / No)

12. Work Experience (starting from current to oldest)

(Please attach separate sheet if required)

S. No.	Name of Organization/ Institute	Period From /To	Nature of work (brief description of duties)	Enclosure of self-attested copies (yes/no)

13.Knowledge /Skills

- Have you ever worked as a Statistician or Report Writing for any of the Central / State Government? If yes, please provide details of nature of work undertaken.
- Computer Skills:
- Language known:
- Other skill as prescribed:

14.Reference: Please provide name and contact details of 2 references

Sl. No.	Full Name of Reference	Name of Organization	Contact details (Email ID and Phone no.)

15.Please state briefly the reasons why you think you are an outstanding candidate for this job. (Maximum 1000 characters)

Declaration: This is to certify that I, S/o / D/o / W/o
....., resident of, Dist.-....., State.....
have no pending administrative and /or criminal case before any court/authorized body. I, further certify that I have never been found guilty / convicted of any administrative offense and / or crime. I also certify that all the information given by me is true to the best of my knowledge and believe and if selected and appointed I will produce the original of all the documents.

(Signature)

Name:

Date: