

A-42011/6/2023-Establishment
Government of India
Ministry of Textiles

Ministry of Textiles intends to hire talented, innovative and dynamic Professionals as Independent Consultants (ICs) for positions of Consultant and Associate on contractual basis.

2. The engagement for 02 Independent Consultants shall be as under :

Post No.	Position	Eligibility
1	Consultant (01), Monitoring and Evaluation (M&E)	As per Annexure-I
2	Associate (01), Data Analyst	As per Annexure-II

3. The Upper Age Limit, required overall and relevant post Qualification Experience and remuneration range for the positions shall be as follows:

Position	Upper Age Limit (as on 01 st July 2024)	Post qualification Experience (No. of Years*)	Relevant experience (No. of years)	Remuneration per month (Rs.)
Consultant	50 years	Minimum 8 years	3	1,45,000 – 2,65,000/-
Associate	45 years	Minimum 3 year	1	80,000 – 1,45,000/-

*Experience includes up to 3 years for Ph.D. holder, provided no work experience is counted during these 3 years.

4. The initial engagement shall be for a period of two years which may be curtailed or extended as per the guidelines. Other terms and conditions of engagement of Young Professionals, Associates and Consultants will be according to the Guidelines for engagement of Young Professionals/ Associates/ Consultants/ Senior Consultants on contractual basis in Ministry of Textiles as Independent Consultants O.M. No. No. A-42011/6/2023-Estt dated 28.03.2023. The Guidelines are placed on the website of Ministry of Textiles <https://texmin.nic.in/> under “Advertisements” tab.

5. Interested and eligible candidates may submit the duly filled application forms in the prescribed format (Annexure-III) along with their CV and self-attested copy of relevant documents to Email : vaibhav.mohare@gov.in and dmed-textiles@gov.in Subject line of the email should be as follows :

“Application for the post of [Indicate the post applying for along with post No. as per para 2 above] (Consultant/Associate, Post No.__) at, MoT : [Insert your name]”

The candidates shall invariably indicate the post they are apply for, failing which the application shall be summarily rejected. The **last date of submission of application through email is 11th August 2024** i.e 21 days from the date of publication of advertisement in the newspaper. Any application received after the last date shall be summarily rejected.

6. Independent Consultants will be governed by the Official Secrets Act. 1923, as amended from time to time and will not disclose to any unauthorized person(s) any information/data that may be supplied to them during the period of their stay in the Ministry. All such documents will be property of the Government.

7. This is NOT an offer for employment in M/o Textiles and is solely directed towards providing exposure to motivated professionals to gain an understanding of formal work environment, working of government and exposure to the industrial scenario in India. This opportunity DOES NOT confirm any right to the Independent Consultants to any position or job in M/o Textiles or any other wing of the Government on any preference in employment after end of this programme or anytime in future.

8. M/o Textiles reserves its right NOT TO ENGAGE any candidate in response to the advertisement.

9. **Please indicate the post applying for and post no. carefully in the subject of the email and application form.**

Annexure-I

1.	Name of position	Monitoring and Evaluation (M&E) Consultant
2.	Number of positions	1 (One)
3.	Method of recruitment	Contract Based through Open Advertisement
4.	Age Limit	Candidates should be below 50 years of age as on 1 st July, 2024
5.	Tenure	The engagement shall be initially for a period of two years which may be extended up to three years, depending on the performance evaluation. After three years no further extension will be permissible under any circumstances.
6.	Remuneration (per month)	₹1.45 Lakh - ₹2.65 Lakh (Consolidated inclusive of all)
7.	Education qualification	<p>Essential Master's Degree or equivalent in Economics/Statistics/Operation Research/Public Policy/ Development Studies/ Business Administration/Management</p> <p>Desirable Persons with M. Phil./ MS./ PhD. with research experience, published papers and post qualification experience in the relevant field would be preferred.</p>
8.	Experience	<p>Essential Minimum 8 years post-qualification work experience with minimum 3 years of experience in the field of monitoring and evaluation of schemes/project.</p> <p>Relevant research experience at appropriate level backed by suitable publication records.</p> <p>Preference will be accorded to candidates with experience in evaluation of government schemes</p>
9.	The roles and responsibilities	<p>[S/he will coordinate the work related to-</p> <ul style="list-style-type: none"> • Develop M&E plans for all schemes and projects and ensure the same is followed up during implementation process • Development of monitoring framework across the scheme divisions (in a synergistic approach that enables monitoring on all aspects: DGQI, OOMF, SDG, etc.) • Describing, interpreting, and summarizing data to support policy decisions • Review frameworks developed for monitoring OOMF, Ministry level outcome, Sector, etc. • Support in development of data quality protocols needed for reliable monitoring systems • Development of mechanisms to conduct data quality checks with the implementing agency • Undertake evaluation studies

Annexure-II

1.	Name of position	Data Analyst (Associate)
2.	Number of positions	1 (one)
3.	Method of recruitment	Contract Based through Open Advertisement
4.	Age Limit	Candidates should be below 45 years of age as on 1 st July, 2024
5.	Tenure	The engagement shall be initially for a period of two years which may be extended up to three years, depending on the performance evaluation. After three years no further extension will be permissible under any circumstances.
6.	Remuneration (per month)	₹0.80 Lakh - ₹1.45 Lakh (Consolidated inclusive of all)
7.	Education qualification	<p><u>Essential</u> Master's degree in Computer Science, Information Technology, Data Science, Statistics & Mathematics</p> <p><u>Desirable</u> Persons with Master's degree (M.Sc., M.Tech., or M.S.) in Data Science, Data Analytics, Business Analytics, or a specialized IT field. Proficiency in Programming Languages such as Python, R, SQL, Java, or others; data visualization tools like Tableau, Power BI, or others to effectively present insights from data; understanding cloud platforms such as AWS, Azure, or Google Cloud for data storage, processing, and analysis would be preferred</p>
8.	Experience	<p><u>Essential</u> Minimum 3 years post-qualification work experience with minimum 1 (One) year of extensive experience relevant to job description. Preference will be given to persons with work experience in implementation of programmes in IT and Data Analytics Sector.</p> <p>Preference will be accorded to candidates with Candidates with experience in statistics, machine learning, data wrangling, data visualization tools, application of cutting-edge technologies in surveys, data analytics, rigorous econometric analysis of large datasets are encouraged</p>
9.	The roles and responsibilities	<p>[S/he will coordinate and contribute to work related to</p> <ul style="list-style-type: none"> • Undertake sectoral and schematic data analysis for the textiles sector. • Provide insights, review and revise the DGQI action plan • Describing, interpreting, and summarizing data(sector and schemes) to support policy decisions • Analyzing Ministry's data using statistical software such as STATA, SPSS, R, Python, etc. Undertake qualitative data analysis using Atlas.ti, NVivo, Quirkos, MAXQDA, etc. • Presenting findings and reports that to drive policy decisions • Extract data from secondary sources and undertake qualitative data analysis and presenting findings to policy makers and other user friendly visualizations to drive policy decisions

Annexure-III

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Application for the post of
(Consultant/Associate)

: _____ (Please Indicate the post)
: _____ (Please indicate post No.)

Basic Details:

Name		Paste your Recent Passport Size Photograph here
Father's /Husband's Name		
Date of Birth*		
Age as on 01.07.2024		
E-mail Id		
Mobile Number		

Other Details:

1. Permanent Address:

2. Correspondence Address:

3. Nationality:

Educational and Professional Details

4. Educational* :

Name of University / Board	Degree	Year of Passing	Stream/Subject	% of marks/ CGPS

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5. Post qualification Work Experience in relevant fields* :

Name & Address of Employer	Period of Service (from-to in DD/MM/YY format)	Total tenure (in years and months)	Designation	Nature of work/responsibilities

6. Languages known with proficiency:

7. Any other relevant information:

(Signature of applicant)

* (Self-Attested copy of (i) proof of age, (ii) essential educational qualification, and (iii) experience certificate to be attached with the application)

DECLARATION

I hereby declare that all the statements made in this application are true and correct to the best of my knowledge and belief. If any of the particulars furnished by me are found to be incorrect or suppressed, my candidature is liable to be rejected at any stage during or after selection process. Further, I understood that this position is purely temporary on contract basis and if it found after my appointment that the particulars furnished by me are incorrect or suppressed, my engagement is liable to be terminated without any notice.

Place:

Signature of Candidate:

Date:

Name of the Candidate: