

**ADVERTISEMENT AND TERMS & CONDITIONS FOR ENGAGEMENT OF TWO (2)  
YOUNG PROFESSIONALS (IMPACT ASSESSMENT STUDY OF TIFAC REPORTS) IN  
TIFAC ON CONTRACT BASIS ( March, 2021)**

Technology Information, Forecasting & Assessment Council (TIFAC), an Autonomous Body under the Department of Science and Technology (DST), Government of India invites applications from Indian Nationals for engagement of two (2) Young Professional (Impact Assessment Study of TIFAC Reports) on full time contract and on consolidated remuneration (Professional fee) basis.

TIFAC has undertaken a study to assess the impact of TIFAC Reports (published in last 10 years) on the society, economic & technology growth of the country. TIFAC study reports cover about 20 broad sectors viz., Agriculture practices, Agri-chemicals, Agri-Livestock, Agri Biodiversity, Energy (Solar PV, Biomass, Biofuels etc.), Cyber Security, Electronics, Food Processing, Forestry, Materials & Natural Resources (Bauxite, Castor etc.), Manufacturing, Chemicals, Paper, Transportation, Electric Mobility, Medical & Health Care, Water, Environment, Climate Change & Disaster Management, etc.

TIFAC Study Reports are of various types: some are macro-focussed and others are micro-focussed. The impact could be assessed based on whether the study report facilitated in bringing out policy, product development, actions taken by other stakeholders or any other parameters as deem fit.

The Terms and Conditions of the engagement are as follows:

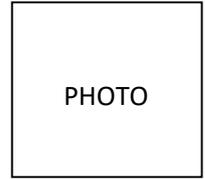
1. **Name of position:** Young Professional
2. **Number of positions:** Two (2)
3. **Educational qualification:** MBA with B.E./B.Tech or M.Sc.
4. **Experience:** Minimum of one year post educational qualification experience in the areas scope of the work as mentioned above
5. **Age:** Not exceeding 32 years as on 1<sup>st</sup> February, 2021
6. **Scope of Work, Job Description and Responsibilities:** Desk research, Data analysis, literature search, report writing etc or any other related work may also be assigned as and when required.
7. **Other Attributes:** Candidates should have good working knowledge of technology based skills on the computer and ability to work on ICT applications. They should also possess strong communication and interpersonal skills.
8. **Professional Fee / Consolidated Remuneration:** The Young Professional will be paid consolidated remuneration of Rs.60,000/- pm all inclusive and would include all taxes also (if any). No other incidental expenses viz. transport, telephone, etc. would be paid. In case he / she is deputed for outstation travel, he / she would be paid TA/DA/local transport equivalent to Pay Level-10 of 7<sup>th</sup> CPC.

- 9. Term of Contract:** The term of contract for Young Professional (Impact Assessment Study) would be one year or co-terminus with project, whichever is earlier. The term of contract may be reduced at the discretion of TIFAC before making the offer of contract. After the contract is signed / accepted, TIFAC or Young Professional (**IMPACT ASSESSMENT STUDY OF TIFAC REPORTS**) may terminate the contract by giving one month's notice in writing to the other party without assigning any reason. The term of contract may be extended beyond the duration mentioned above on the same rates and terms and conditions, if mutually agreed by both.
- 10. Confidentiality & Conflict of Interest:** The Young Professional (Impact Assessment Study) so engaged would be required to maintain Confidentiality & discharge his / her duties with sincerity. In case it is found to be in conflict with the interest of TIFAC, his / her services are liable to be discontinued immediately without assigning any reason. Further, the Young Professional (**IMPACT ASSESSMENT STUDY OF TIFAC REPORTS**) engaged shall not be permitted to take up any other assignment during the period of consultancy with TIFAC without prior permission of TIFAC in writing.
- 11. Leave Entitlement:** The Young Professional (Impact Assessment Study) engaged as above will be on full time basis and shall be entitled to leave of 8 days in a year on prorata basis without any deduction in consolidated monthly remuneration.
- 12.** The applicants need to enclose the copies of the following documents, duly self attested as proof of their credentials:
- (i) Age Proof Certificate
  - (ii) Degree/Certificates as above.
  - (ii) Experience certificate from employer
  - (iii) No objection / relieving letter from the Employer (if employed at present)
  - (iv) Any other document, if deemed necessary may be demanded by TIFAC during the short listing / selection / contract signing process.
- 13. General Conditions:**
- a. The application form as per prescribed format complete in all respect along with all enclosures to be sent in hard copy addressed to In-charge (Finance & Admn.), TIFAC, A-Wing, Vishwakarma Bhawan, Shaheed Jeet Singh Marg, New Delhi – 110016. Alternatively, application form along with scanned copies of all the documents may also be sent by email at [registrar@tifac.org.in](mailto:registrar@tifac.org.in).
  - b. The last date of receipt of applications in TIFAC in hard copy or by email would be **25<sup>th</sup> April, 2021**.
  - c. The reckoning date for the criteria given above viz. qualification, experience, age, etc. would be 1st February, 2021.
  - d. The prescribed qualifications / experiences are minimum and the mere fact that a candidate possesses the same will not entitle him/her to be called for interview.
  - e. TIFAC reserves the right to restrict the number of candidates for interview to a reasonable limit.
  - f. NO TA/DA will be provided for appearing in interview.
  - g. Selected candidate(s) will be needed to join immediately.
  - h. TIFAC also reserves the right of rejecting any or all the applications without assigning any reasons at any stage.

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**APPLICATION FORMAT FOR ENGAGEMENT OF  
YOUNG PROFESSIONAL (IMPACT ASSESSMENT OF TIFAC REPORTS STUDY)**

1. Post Applied For :
2. Name of the Applicant :
3. Date of Birth :
4. Permanent Address :
5. Correspondence Address :
6. Contact No. (Mobile & Landline) :
7. Email ID :
8. Nationality :
9. Educational Qualification :  
(Class 10<sup>th</sup> onwards)



Exam/Degree	Board/University	Year of Passing	% Grade	Subject

10. Professional Qualification :

Exam/Degree	Board/University	Year of Passing	% Grade	Subject

11. Details of Experience in chronological order (with brief of the duties performed – details may be provided in the form of Annexure)

Name of Organisation	Post held	Pay Scale	Gross Emoluments	Period	Nature of Duties

12. Emoluments last drawn (last basic pay, if working in Govt. service):

13. Any other information

**Note: Please attach self-attested copies of testimonials as mentioned in the advertisement.**

**Declaration**

I do hereby declare that the information furnished above is true and complete to the best of my knowledge and belief.

**Date:**

**Place:**

**Signature:**

