

No.A-12023/3/2018-Admn.2

GOVERNMENT OF INDIA

NITI AAYOG

NITI Bhawan, Sansad Marg,
New Delhi the 21st December, 2018

NITI Aayog requires the services of suitable officer(s) for appointment to the posts of Senior Adviser /Adviser and Joint Adviser/Deputy Adviser in the Flexi Pool of NITI Aayog, by Deputation (including short-term contract) / Contract basis who has experience/ expertise in the following preferred fields/areas:

- i. For the post of Sr. Adviser/Adviser: (a) Human Resources Development (b) Energy (c) Transport (d) MSME (e) Economics & Finance.
- ii. For the post of Joint Adviser/Deputy Adviser: (a) Economics & Finance (b) Taxation (c) Skill Development (d) Data Management & Analysis (e) Rural Development (f) Public Private Partnership & Project Appraisal (g) Transport & Infra-Connectivity and (h) Human Resources Development.

1. Number of Vacancies:

- i. **Sr. Adviser/Adviser (Flexi Pool): 05 (tentative)**
- ii. **Joint Adviser/Deputy Adviser (Flexi Pool) : 03 (tentative)**

2. Pay:

Sl No	Name of the posts	Level and Pay Matrix for Deputation (ISTC)	Consolidated Pay for contractual appointment**
1.	Sr Adviser	Level-15 : Rs. 182200-224100	Rs. 330000
2.	Adviser	Level-14 : Rs. 144200-218200	Rs. 265000
3.	Joint Adviser	Level-13 : Rs. 123100-214100	Rs. 220000
4.	Deputy Adviser	Level-12 : Rs. 78800-209200	Rs. 145000

*** Officers appointed on contract basis would not be entitled to residential accommodation, official transport, leave encashment or any other allowances/facilities as admissible to a regular government employee. Leave rules applicable to a regular Government employee will not be applicable to a contractual appointee. However, a contractual appointee will be entitled to 8 days leave on pro-rata basis in a calendar year.*

3. Educational Qualifications, Age and Experience:

3.1 Essential Educational Qualification:

Masters' Degree in any discipline or MBBS or Degree in Engineering or Technology from a recognized University or Passed in Sections A and B of the Institution Examinations of the Institute of Engineers (India) or Post Graduate Diploma in Management (Two years).

3.2 Desirable Educational Qualification:

Doctorate in any discipline or Master's Degree in Engineering.

3.3 Age and Experience:

Age and post qualification experience (which shall include up to 3 years for Ph.D. provided no work experience is counted during those 3 years) in formulation, appraisal, execution/ implementation, research, monitoring and evaluation of policy, programme or projects is required as per following table:

Sl No	Name of the posts	Age (for contractual appointment)	Minimum post qualification experience in years***
1.	Sr Adviser	Not less than 40 years but not exceeding 50 years	18
2.	Adviser	Not less than 35 years but not exceeding 50 years	15
3.	Joint Adviser	Not less than 33 years but not exceeding 50 years	10
4.	Deputy Adviser	Not less than 30 years but not exceeding 50 years	8

*** Age and experience shall be counted as on the last date of receipt of the application.

4. ELIGIBILITY CONDITIONS (As On Closing Date):

4.1 Deputation (including short-term contract): From amongst Officers under the Central Government or State Governments or Union territory Administrations (including their attached and subordinate offices) or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government or Statutory or Autonomous Organizations; who are –

Sl No	Name of the posts	Grades from which deputation/transfer to be made
1	Sr Adviser	a. (i) Holding analogous posts on regular basis in the parent cadre or department; or (ii) with three years regular service in Level – 14 in Pay Matrix and b. possessing the educational qualifications and experience as mentioned in Para-3.
2	Adviser	a) (i) Holding analogous posts on regular basis in the parent cadre or department; or (ii) with two years regular service in Level – 13A in Pay Matrix iii) with three years regular service in Level – 13 in Pay Matrix and b) possessing the educational qualifications and experience as mentioned in Para-3.
3	Joint Adviser	a) (i) Holding analogous posts on regular basis in the parent cadre or department; or (ii) with five years regular service in Level – 12 in Pay Matrix and b) possessing the educational qualifications and experience as mentioned in Para-3.
4	Deputy Adviser	a)(i) Holding analogous posts on regular basis in the parent cadre or department; or (ii) with five years regular service in Level – 11 in Pay Matrix and b) possessing the educational qualifications and experience as mentioned in Para-3.

Note: Terms and conditions of Deputation for Government/Public Sector employees will be as per DOP&T Guidelines and Circulars issued from time to time and amended up to date.

4.2 Contract: Individuals working at comparable levels in Private Sector Companies, Consultancy Organisations, International/Multinational Organisations and possessing the essential educational qualifications, age and experience as mentioned in Para-3.

4.3. General Conditions of Service for contractual appointees:

- All appointees shall be deemed to be Public Servants for the purpose of the CCS (Conduct) Rules and such other Statutes as notified by the Government from time to time. Those recruited on contract basis have to execute an agreement as per Annexure-I. The employment contract can be terminated by either side with a minimum notice period of one month or pay in lieu thereof.
- No person shall be appointed on Contract unless he/she is declared medically fit by a Medical Board to be constituted by the Central Government for this purpose unless he/she has already been declared fit by an equivalent authority.
- In the event of the death, injury or illness of the officer appointed on Contract which is attributable to the performance of services on behalf of NITI Aayog under the terms of the Contract while the officer is traveling at NITI Aayog expense or is performing any services under the Contract in any of the offices or premises of NITI Aayog or Government of India, the Officer or the Officer's dependents, as appropriate, shall not be entitled to any compensation.
- Candidates selected on Contract will be required to execute an agreement as per Annexure-I.

5. CRUCIAL DATE FOR DETERMINING ELIGIBILITY :

The crucial date for determining the eligibility will be the last date of receipt of applications i.e. 45 days from the date of publication of our advertisement in the Employment News.

6. AGE LIMIT (AS ON CLOSING DATE FOR RECEIPT OF APPLICATIONS):

- (i) For appointment by deputation (including short-term contract) for the posts of Sr. Adviser/Adviser age shall not be exceeding 58 years and for the posts of Joint Adviser/Deputy Adviser age shall not be exceeding 56 years as on the closing date for receipt of applications.

7. DESCRIPTION ABOUT THE POSTS :

Please see Annexure - II

8. **PERIOD OF DEPUTATION (including short term contract)/Contract:**

Initially up to 3 years, which can be extended up to 5 years, depending on the requirements or till the age of 60 years, whichever is earlier.

9. **GENERAL CONDITIONS:**

- a. Candidates working in Central Government or State Government Departments or Union Territory Administrations or Universities or Recognized Research Institutions or Public Undertakings or Semi Government or Statutory or Autonomous Organisations and other Non-Government Bodies should apply in appropriate proforma through proper channel.
- b. It may also be taken note of that in terms of DoPT's OM No. 27/2/2009-EO (SM.II) dated 16.7.2009 read with OM No.9/23/2014-EO(SM-II) dated 22.8.2017, a candidate once applied for being considered and he/she is considered and selected by the **Appointments Committee of Cabinet (ACC)**, ordinarily, he/she should not decline the appointment and if he/she declines the appointment, he/she will be liable for action as per aforesaid OMs.
- c. Candidates will need to produce proof of the details furnished in their applications as and when required.
- d. No TA/DA will be paid for attending the personal talk.
- e. Canvassing in any form will be a disqualification.
- f. The prescribed essential qualifications as indicated in para 3 are the minimum and the mere possession of the same does not entail candidates to be called for interview.

Mode of Application :-

(A) For candidates, who are applying on contract basis (i.e. candidates from Non-Government bodies/private organisations) :-

Applicants, submitting applications for contractual appointments, are required to fill the online application form on the website of NITI Aayog on the link provided under "Career-Recruitment". Candidates are advised to read carefully the instructions (Annexure-III) before filling up the online application.

They are also required to upload **self-attested supporting documents** as sought in the online application form.


(B) For Candidates, who are applying on deputation (i.e. candidates from Central Government or State Government Departments or Union Territory Administrations or Universities or Recognized Research Institutions or Public Undertakings or Semi Government or Statutory or Autonomous Organisations) :-

The application, along with the following documents, in respect of the candidates who fulfil the eligibility conditions and who can be spared for taking up the assignment within one month of the intimation of selection, may be forwarded, through proper channel, in the prescribed proforma (Appendix-I to IV as applicable), duly signed by the candidate and countersigned by the Head of Office or any other officer authorized to sign to 'The Under Secretary (Admn.-IA), NITI Aayog, Room No.358, NITI Bhavan, Sansad Marg, New Delhi-110 001' **within 45 days from the date of publication of this advertisement in Employment News.** The applications should be sent in an envelope superscribed '**Application for the post of Senior Adviser or Adviser (Flexi Pool) / Joint Adviser or Deputy Adviser (Flexi Pool) in the NITI Aayog**' :-

- (i) Up-to-date Confidential Report / APAR Dossier of the candidate concerned or photocopies of the Annual Confidential / Annual Performance Appraisal Reports of the candidate for the latest available five years (duly attested);
- (ii) Vigilance clearance in the prescribed detailed format signed by CVO of the department/organization; and
- (iii) Integrity Certificate signed by an Officer of the rank of Deputy Secretary or above.

NOTE :-

Incomplete applications or applications without the supporting documents will be summarily rejected & no communication will be made/entertained in this regard.



(Dinesh Kochher)

Under Secretary to the Govt. of India

Tel: 2309 6521

AGREEMENT

ARTICLES OF AGREEMENT made this..... day of Two Thousand and Eighteen BETWEENson of/daughter of Shri.at present residing at Here in after referred to as party of the first part and the PRESIDENT OF INDIA (HEREINAFTER CALLED "THE Government") of the second part.

WHEREFAS it has been agreed between the parties that the party of the first part shall be appointed as the..... in thewith effect from the forenoon/afternoon offor a period of..... years or until further orders on contract basis on the terms and conditions herein contained.

NOW THESE PRESENTS WITNESSETH AND THE PARTIES HERETO RESPECTIVELY AGREE AS FOLLOWS;

1. The Government has agreed to engage the party of the first part and the party of the first part has agreed to serve the Government as <Designation> in the NITI Aayog with effect from the forenoon/afternoon of <Date> of a period of years or until further orders, whichever is earlier, on contract basis on the terms and conditions herein contained. The party of the first part shall submit himself to the orders of the Government and of the officers and authorities under whom he may from time to time be placed by the Government and shall remain in the service subject to the provisions herein contained.

2. The party of the first part shall devote his whole time to his duties and shall, whenever required, proceed to any part in or outside India and perform such duties as may be assigned to him by the Government.

3. The appointment of the party of the first part as <Designation> in the NITI Aayog shall continue for a period of years or until further orders of the Government, whichever is earlier, subject to the provisions contained in the following clause 4.

4. The service of the party of the first part may be terminated by giving one calendar month notice in writing any time during the terms of the appointment under this agreement either by the party of the first part to the Government or by the Government or its authorized officer to the party of the first part without assigning any reasons whatsoever.

5. Remuneration:

- i. The party of the first part shall, from the forenoon/ afternoon of receive a consolidated monthly pay of Rs..... (Rupees only).
- ii. The party of the first part shall not be entitled to a residential accommodation, official transport, leave encashment or any other allowances as admissible to a

regular Government employee. Leave rules applicable to a regular Government employee will not be applicable to a Contractual appointee. However a contractual appointee will be entitled to 8 days' leave on a pro-rata basis in a calendar year.

6. If the party of the first part is required to travel in the interest of the public service, he shall be entitled to traveling allowance on the scale provided for in the rules supplementary to the Fundamental rules framed by the Government from time to time in force and applicable to the officers of his class.

7. In the event of the death, injury or illness of the officer appointed on Contract which is attributable to the performance of services on behalf of NITI Aayog under the terms of the Contract while the officer is traveling at NITI Aayog expense or is performing any services under the Contract in any of the offices or premises of NITI Aayog or Government of India, the Officer or the Officer's dependents, as appropriate, shall not be entitled to any compensation.

8. The party of the first part will not be allowed to join any retirement scheme of the Government of India.

9. In respect of any matter relating to the conduct, discipline and other conditions of service and in respect of which no provisions has been made in this agreement, the provisions of the C.C.S. (Conduct) Rules, 1964 and C.C.S. (C.C.A.) Rules 1965, or any other rules made or deemed to be made under article 309 or contained under article 313 of the constitution shall apply to the party of the first part to the extent to which they are applicable to the service hereby provided for and the decision of the Government as to their applicability shall be final.

10. The stamp duty payable on this agreement shall be borne by the Government.

IN WITNESS WHEREOF the party of the first part and Second part have hereunto set and subscribed their respective hands the day, the month and year first above written.

Executed by Shri at

in the presence of:-

Witness(1) .

Witness(2) .

Name :

Designation .

Address .

Executed for and on behalf of the

President of India by

at New Delhi in the presence of:-

Witness(1) .

Witness(2) .

Name .

Designation .

Address .

Job Description of Sr. Adviser/Adviser (HRD)

He/she will be responsible for the policy formulation and long term strategy relating to Pre-primary, elementary, secondary, senior secondary, higher, technical, teacher education and adult literacy, areas of special focus such as education for girls, Scheduled Castes, Scheduled Tribes, Minorities and also Children with Special Needs, Sustainable Action for Transforming Human Capital in Education (SATH-E) Project etc. Undertaking and / or managing policy research, and evidence-based analysis; organising meetings and workshops; sharing knowledge, experience and best practices; building consensus among stake holders, and advocacy towards reforms in the field. Analyze and provide inputs in respect of various Cabinet Notes, SFC/EFC Notes and any other issues received from line Ministries. He/she will also responsible for all matters relating to Ministry of Human Resource, Ministry of Youth Affairs & Sports and coordinating NITI Aayog's work mandate on SDG and any other matter assigned by the superiors.

Job Description of Sr. Adviser/Adviser (Energy)

He/she will be responsible for the policy formulation and long term strategy relating to Power, New and Renewable Energy, Coal, Petroleum & Gas. He/She will review the energy situation in the country as well as globally and environment changes and in that context propose future energy options on an integrated basis. He/She will help in evolving an integrated energy policy covering commercial and non-commercial sources of energy and suggesting arrangements for management of supply and demand in sectors and monitoring their implementation keeping in view technology options in industry, transport etc. having regard to the intensity of energy use ; proposing optimal mix of all forms of energy, keeping in view their inter-se availability, opportunity costs and conservation of energy; periodically assessing the likely demand and availability of different forms of energy and suggesting appropriate arrangements to meet the country's energy needs keeping in view the need to conserve resources as well as the environment. Analyze and provide inputs in respect of various Cabinet Notes, SFC/EFC Notes and any other issues received from line Ministries. He/she will also responsible for all matters relating to Ministry of Power, Department of Atomic Energy, Ministry of Coal, Ministry of NRE, Ministry of Petroleum & Natural Gas and any other matter assigned by the superiors.

Job Description of Sr. Adviser/Adviser (Transport)

He/she will be responsible for the policy formulation and long term strategy relating to entire transport sector viz. policies for Road Transport, Maritime Transport, including Inland Waterways, Aviation, Airports, National Highways and Transport Research with a view to increasing the mobility and efficiency of the transport system including green shared and connected mobility in the country. Undertaking and / or managing policy research, and evidence-based analysis; organising meetings and workshops; sharing knowledge, experience and best practices across states; building consensus among stake holders; and advocacy towards reforms in the sector. Analyze and provide inputs in respect of various Cabinet Notes,

SFC/EFC Notes and any other issues received from line Ministries. He/she will also responsible for all matters relating to Ministry of Road Transport and Highways, Ministry of Shipping and Ministry of Civil Aviation and any other matter assigned by the superiors.

Job Description of Sr. Adviser/Adviser (MSME)

He/she will be responsible for the policy formulation and long term strategy relating to the promotion and development of Micro, Small and Medium Enterprises including Khadi Village and Coir industry in the country. He/She is also responsible for policy intervention to promote industrialization in rural & backward areas, thereby, reducing regional imbalances, assuring more equitable distribution of national income and wealth and for making MSMEs complementary to large industries as ancillary units and contributing to the socio-economic development of the country; support for technology upgradation and modernization; integrated infrastructural facilities; modern testing facilities and quality certification; access to modern management practices; entrepreneurship development and skill upgradation through appropriate training facilities; support for product development, design intervention and packaging; welfare of artisans and workers; assistance for better access to domestic and export markets and cluster-wise measures to promote capacity-building and empowerment of the units and their collectives. Undertaking and / or managing policy research, and evidence-based analysis; organising meetings and workshops; sharing knowledge, experience and best practices; building consensus among stake holders, and advocacy towards reforms in the field. Analyze and provide inputs in respect of various Cabinet Notes, SFC/EFC Notes and any other issues received from line Ministries. He/she will also responsible for all matters relating to Ministry of MSME and any other matter assigned by the superiors.

Job Description of Sr. Adviser/Adviser (Economics & Finance)

He/she will be responsible on analysis of issues of current financial development in the country, Fiscal outlook, strategic Financial issues and international financial trends investment outlook of the country, banking, insurance and pension sector. Analyzing policy research and evidence-based inputs; particularly to long term economic policy formulation, organizing meetings and workshops; sharing knowledge, experience and best practices across states; for building consensus among stakeholders and advocacy for reforms in the sector. Analyze and submit inputs for various Cabinet Notes, SFC/EFC Notes and any other issues received from line Ministries. He/she will also be responsible for examining all matters relating to Ministry of Finance (including all attached departments / divisions), RBI, IMF, WB, ADB and other multinational financial institutions. He/She will also be responsible for work relating to financial sector regulatory bodies like SEBI, IRDA and PFRDA; provide inputs for and analyse various Cabinet Notes / SFC / EFC Notes and any other issues received from line Ministries.

Job Description of Joint/Deputy Adviser (Economics & Finance)

He/she will be responsible to assist on analysis of issues of current macro-economic and financial development in the country, economic outlook, strategic economic issues and international economic trends. Assisting and / or analyzing policy research and evidence-based inputs; organizing meetings and workshops; sharing knowledge, experience and best practices for building consensus among stake holders for economic reforms. Analyze and submit inputs for various Cabinet Notes, SFC/EFC Notes and any other issues received from line Ministries. He/she will also be responsible for examining all matters relating to Department of Economic Affairs/ Department of Financial Services under Ministry of Finance and any other matter assigned by the superiors.

Job Description of Joint/Deputy Adviser (Taxation)

He/she will be responsible for the policy formulation and long-term strategy relating to, Foreign Direct Investment, Foreign Trade and services, banking sectors, taxation and disinvestment. Undertaking and / or managing policy research, and evidence-based analysis for promoting exports of goods and services in existing and new markets and through intra-industry trade and participation of Indian Industry in global and regional production chains. He/She will organise meetings and workshops; share knowledge, experience and best practices; build consensus among stake holders, and undertake advocacy towards reforms in the field. Analyze and provide inputs in respect of various Cabinet Notes, SFC/EFC Notes and any other issues received from line Ministries. Liaise, develop and maintain working relations with other Divisions, line Ministries, State Governments and UTs. He/She will be responsible for assisting in undertaking and / or managing policy research, and evidence-based analysis; organising meetings and workshops; sharing knowledge, experience and best practices; building consensus among stake holders, and advocacy towards reforms in the field. Analyze and provide inputs in respect of various Cabinet Notes, SFC/EFC Notes and any other issues received from line Ministries. He/She will also be responsible for all matters related to Department of Commerce, Department of Revenue, Department of Disinvestment and Department of Financial Services and any other matter assigned by the superiors.

Job Description of Joint/Deputy Adviser (Skill Development)

He/she will be responsible for assisting in formulation and long term strategy policy relating to the promotion and development of Skill Development with a view to empower the youth of the country with skill sets which make him more employable and more productive in the work environment. He/She will also be responsible for assisting in reforms and policy interventions which is reinvigorating and re-energising the country's workforce and preparing the youth for job and growth opportunities in the international market. He/She will also be responsible for assisting the Skill India Program, policy interventions for MUDRA Yojana with a view to enhance skill development in the country, policy interventions for ITI ecosystem for garnering better results in vocational education and training. He/She will also be responsible for assisting

in formulating policy interventions in the Pradhan Mantri Yuva Yojana or any other programme of the Ministry of Skill Development and Entrepreneurship. He/She will be responsible for assisting in undertaking and / or managing policy research, and evidence-based analysis; organising meetings and workshops; sharing knowledge, experience and best practices; building consensus among stake holders, and advocacy towards reforms in the field. He/she will also responsible for all matters relating to Ministry of Skill Development and Entrepreneurship and any other matter assigned by the superiors.

Job Description of Joint/Deputy Adviser (Data Management & Analysis)

He/She will be responsible for creating an integrated State-level database on various indicators like Demography, Economy, Education, Health, Household Assets and Amenities, State Finances etc. He/She has to coordinate with Office of the Registrar General & Census Commissioner, Central Statistical Office (CSO), National Sample Survey Office (NSSO), District Information System for Education (DISE), various Ministries and Reserve Bank of India to collect secondary data. Estimating State-wise poverty ratios for urban and rural areas separately on the basis of Monthly Per capita Consumption Expenditure (MPCE) data obtained from large sample survey on Household Consumption Expenditure conducted by National Sample Survey Office (NSSO) and analyze the changes in the poverty indices. He/She will be responsible for assisting in undertaking and / or managing policy research, and evidence-based analysis; organising meetings and workshops; sharing knowledge, experience and best practices; building consensus among stake holders, and advocacy towards reforms in the field. Analyze and provide inputs in respect of various Cabinet Notes, SFC/EFC Notes and any other issues received from line Ministries. He/she will also responsible for all matters relating to Ministry of Statistics and Programme Implementation and Registrar General of India and any other matter assigned by the superiors.

Job Description of Joint/Deputy Adviser (Rural Development)

He/she will be responsible for assisting in policy formulation and long term strategy relating to the task of accelerating the socio-economic development of rural India with its focus on health, education, drinking water, housing and roads. He/She will be responsible for assisting in sustainable and inclusive growth of rural India through a multipronged strategy for eradication of poverty by increasing livelihoods opportunities, providing social safety net and developing infrastructure for growth with a view to improve quality of life in rural India and to correct the developmental imbalances, aiming in the process, to reach out to most disadvantaged sections of the society. He/She will be responsible for assisting in capacity development and training of rural development functionaries, promoting involvement of voluntary agencies and individuals for rural development, restoring lost or depleted productivity of the land. He/She will be responsible for assisting in undertaking and / or managing policy research, and evidence-based analysis; organising meetings and workshops; sharing knowledge, experience and best practices; building consensus among stake holders, and advocacy towards reforms in the field. Analyze and provide inputs in respect of various Cabinet Notes, SFC/EFC Notes and any other issues received from line Ministries. He/she will also responsible for all matters relating to Ministry of Rural Development and any other matter assigned by the superiors.

Job Description of Joint/Deputy Adviser (PPP & Project Appraisal)

He/she will be responsible for assisting in formulation of policy, strategies and programs to accelerate private sector development and public-private partnerships (PPP) and its integration into the operations of various Ministries/Departments. He/She has to monitor the investment climate in the country and engage Ministries/Departments and other stakeholders in policy dialogue on reforms to enhance the incentive framework for increased private participation. Lead the development, structuring and delivery of PPP projects that draw on commercial and non-commercial financing across all sectors, including the energy, transport, urban development, finance, and agriculture and social services sectors, as well as regional cooperation initiatives with PPP components. Analyze and provide inputs in respect of various Cabinet Notes, SFC/EFC Notes and any other issues received from line Ministries and any other matter assigned by the superiors.

Job Description of Joint/Deputy Adviser (Transport & Infra-connectivity)

He/she will be responsible for assisting in the policy formulation and long term strategy relating to entire transport sector viz. policies for Road Transport, Maritime Transport, Aviation, National Highways and Transport Research with a view to increasing the mobility and efficiency of the road and maritime transport system including Electric Mobility, shared and connected mobility in the country. Assisting in undertaking and / or managing policy research, and evidence-based analysis; organising meetings and workshops; sharing knowledge, experience and best practices; building consensus among stake holders, and advocacy towards reforms in the field. Analyze and submit inputs in respect of various Cabinet Notes, SFC/EFC Notes and any other issues received from line Ministries. He/she will also responsible for assisting in all matters relating to Ministry of Road Transport and Highways and Ministry of Shipping and Ministry of Civil Aviation and any other matter assigned by the superiors.

Job Description of Joint/Deputy Adviser (HRD)

He/she will be responsible for assisting in the policy formulation and long-term strategy relating to Pre-primary, elementary, secondary, senior secondary, higher, technical, teacher education and adult literacy, areas of special focus such as education for girls, Scheduled Castes, Scheduled Tribes, Minorities and also Children with Special Needs, Sustainable Action for Transforming Human Capital in Education (SATH-E) Project etc. Assisting in undertaking and / or managing policy research, and evidence-based analysis; organising meetings and workshops; sharing knowledge, experience and best practices; building consensus among stake holders, and advocacy towards reforms in the field. Analyze and submit inputs in respect of various Cabinet Notes, SFC/EFC Notes and any other issues received from line Ministries. He/she will also responsible for assisting all matters relating to Ministry of Human Resource and any other matter assigned by the superiors.

Instructions for filling up the form on Contract basis

*[Applicants, who are applying for the posts of Sr. Adviser/Adviser/Dy. Adviser/Jt. Adviser on **deputation (including short term contract basis)**, need to submit their forms in hard-copy through proper channel in the Prescribed Proforma (Appendix I to IV, as applicable)]*

This form is only for applicants who are applying on contract basis

Note: Applicants are requested to scan all the required documents to be uploaded beforehand, as mentioned in Sl No. 14, 16, 17, 19, 21 and 28 below.

Applicants are required to fill the form very carefully and upload the desired documents and need to press the "next/submit" button only after completing first page, in case the form is refreshed due to want of any information, then they have to upload the required documents again before pressing "next/submit" button.

1. Post: Select the post applying for
2. Preferred Vertical/Area: Select the preferred area
3. Name: Enter name (as in Class 10th/High School Certificate)
4. Candidate's Date of Birth: Enter date of birth in DD/MM/YYYY format only (as in Class 10th/High School Certificate).
5. Address: Enter present address for correspondence with PIN code in full.
6. Mobile Number: Enter 10 digit mobile number correctly (without pre-fixing ZERO).
7. E-mail ID: Enter correct and valid e-mail ID.
8. Nationality: Enter Nationality
9. Date of Entry into Employment: Enter the joining date of first employment (as per 1st row of the work experience table) (in dd/mm/yyyy format)
10. Educational Qualifications: Enter the details of Educational Qualifications starting from Secondary/10th onwards, mentioning subjects/discipline, name of the

Board/University, year of joining (month/year), year of completion (month/year), percentage/grade/CGPA as applicable.

11. Required Educational Qualification: Please state clearly whether you fulfil the required educational qualification on the date of submitting application (select Yes/No)

- Essential Qualification: Enter the details of essential qualification possessed (Degree, Subject, University, Month & Year of Passing)
- Desirable Qualification: Enter the details of desirable qualification possessed (Degree, Subject, University, Month & Year of Passing) **(if any)**

12. Essential Work Experience: Enter minimum number of years' relevant experience (which shall include up to 3 years for Ph.D provided no work experience is counted during those 3 years) in formulation appraisal, execution/implementation, research, monitoring and evaluation of policy, programme or projects.

13. Requisite essential qualification/work experience : Please state clearly whether you fulfil the required qualifications/experience for the post applied for on the date of submitting application (select Yes/No)

14. Work Experience : Fill the details in chronological ascending order with first experience in the first row and so on. Work Period should not be overlapped. Mention employer name, post name. periods, emolument, nature of duties in appropriate columns.

(Attach up-to-date and full Experience Certificate, issued by the employer, in r/o each employment, unambiguously indicating the nature of duties, dates and duration of experience, level / position, responsibilities etc.)

15. Details of present employment : Enter the details of current employment

16. Upload self-attested degree certificate in PDF format with size not exceeding 1 MB against essential Education Qualification (please refer SI No. 11)

17. Upload self-attested degree certificate in PDF format with size not exceeding 1 MB against desirable Education Qualification, if any (please refer SI No. 11)

18. Achievement: Enter details of achievements with regard to i) Research publications and reports and special projects; ii) Awards/Scholarships/Official Appreciation Affiliation with the professional bodies/institutions/ societies and; iii) Patents registered in own name or achieved for the organization; iv) Any research/ innovative measure involving official recognition; v) Any other information (not more than 500 characters). Additional sheet can be uploaded if

space is not sufficient.

19. Upload scanned document, as mentioned above, in PDF format if required with size not exceeding 1 MB.
20. Additional Information: Enter additional information, if any, relevant to the post applied for and with regard to 1) additional academic qualifications, 2) professional training and 3) work experience over and above prescribed in the vacancy circular/advertisement (not more than 500 characters) Additional sheet can be uploaded if space is not sufficient.
21. Upload scanned document in support of additional information in PDF format if required with size not exceeding 1 MB.
22. Whether belongs to SC/ST/OBC/General : Select appropriate option
23. Whether any Criminal case is pending against you? if yes, Please give details :
select yes/no
24. Whether you were convicted by any court at any time in your life? if yes, Please
give details : select yes/no
25. Whether any financial liabilities/ any other obligations are pending with present
employer? if yes, Please give details : select yes/no
26. Do you have any conflict of interest or pecuniary interest that you could derive by
working in this assignment with the Government of India? if yes, Please furnish
details : select yes/no and also furnish details if answer is yes.

Enter place of submission of the application form and press "Next"

27. In the next page, carefully read the undertakings and check (✓) all four points.
28. Upload the following documentary proofs:
 - ✓ **Upload current Address Proof (only PDF format Maximum size 1 MB)**
 - ✓ **Upload Date of birth Proof (only PDF format Maximum size 1 MB)**
 - ✓ **Upload self attested latest salary slip (only PDF format Maximum size 1 MB)**
 - ✓ **Upload self attested form 16 issued by the employer (only PDF format Maximum size 1 MB) (attach latest Form-16 ONLY)**
 - ✓ **Upload Your Detailed Resume (PDF File Less Than 5MB Only)**
 - ✓ **Upload Your Photograph*(Scanned copy of photograph in only .jpg/.jpeg or .png or.gif image types not exceeding 1 MB.)**

- ✓ Upload Your Signature* (*Scanned copy of signature in only .jpg/.jpeg or .png or.gif image types not exceeding 1 MB.*)

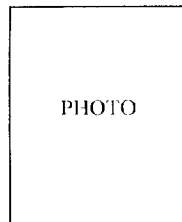
After uploading the above documents, click "SUBMIT" and note down the registration number, which may be used for future reference.

NOTE:

1. The essential qualifications indicated in the original advertisement are the minimum and mere possession of the same does not entitle candidates to be called for Test/ Interview.
2. Candidates must ensure that they are fulfilling all eligibility conditions on the date of submission of application. They may refer to the advertisement/vacancy circular uploaded on the website of NITI Aayog.
3. Candidates are requested to fill all the entries in their own interest. Data related to minimum educational qualifications with respect to the post concerned should be filled invariably. Data related to experience (especially period of experience) should be mentioned correctly as indicated in their available documents with the candidate. They must also ensure that there is no overlapping in the experience being entered in the application.
4. Application will be accepted ONLINE only on the link provided on the Website of NITI Aayog. No other mode of application will be accepted for candidates from private sector/non-Government bodies.
5. Candidates are advised to indicate their active and valid e-mail IDs in the ONLINE application and check their e-mails at regular intervals.
6. NITI Aayog does not assume any responsibility if any candidate is not being able to submit his/her application on account of technical reasons or for any other reason beyond the control of NITI Aayog.
7. Candidates are strongly advised to apply well in time without waiting for the last date for submission of ONLINE application.
8. Candidates need not send the printout of the ONLINE application or any other supporting documents.
9. The candidates will be required to produce all the original documents and submit their self-attested copies, as and when asked to do so.
10. In case of any clarification on web related issues, please contact at: nic-niti@gov.in. Queries will be clarified only till 03.00 PM on the last day of filing of online applications.
11. In case of any clarification other than web related issues, please contact at adm1-pc@gov.in or telephone no. 011-2309 6773 during working hours. Queries will be clarified only till 03.00 PM on the last day of filing of online applications.

Application For The Post of Senior Adviser in NITI Aayog
[For Deputation (Including Short-Term Contract)]

POST APPLIED FOR: **Senior Adviser**



PREFERRED VERTICAL/AREA: _____

1.	Name & Address (in Block Letters)				
	Mobile No				
	E-mail id				
2.	Date of Birth (in Christian era)				
3.	i) Date of entry into service				
	ii.) Date of retirement under the Central /State Government Rules				
4.	Educational Qualifications				
	Degree/Diplom a/ Certificate	University/Board	Main Subjects	Month & Year Passing	% Marks/ of Division
	i)				
	ii)				
iii)					

(Add rows if required)

5.	Whether qualifications required for the post are satisfied (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)				
Qualification/Experience Required as mentioned in the advertisement/ vacancy circular		Qualification/experience possessed by the officer			
Essential					
a) (i) Holding analogous posts on regular basis in the parent cadre or department; or (ii) with three years regular service in Level - 14 in Pay Matrix and		Pay Level	Since date		
b) Masters' Degree in any discipline or MBBS or Degree in Engineering or Technology from a recognized University or Passed in Sections A and B of the Institution Examinations of the Institute of Engineers (India) or Post Graduate Diploma in Management (Two years)		Degree with main subjects	University	Month & Year of passing	
c) Minimum 18 years' experience (which shall include up to 3 years for Ph.D. provided no work experience is counted during those 3 years) in formulation, appraisal, execution/ implementation, research, monitoring and evaluation of policy, programme or projects	years (Please furnish details at SI No. 7 below)			
Desirable : Doctorate in any discipline or Master's Degree in Engineering		Degree with main subjects	University	Month & Year of passing	
6.	Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.				

7. Details of Employment, in chronological order:

Sl No	Office/ Institution	Post held on regular basis Name of Employer	From (date)	To (date)	*Pay Matrix and Pay Level of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

***Important :** Pay Matrix and Pay Level granted under ACP/MACP/NFU are personal to the officer and therefore, should not be mentioned. Only Pay Matrix and Pay Level of the post held on regular basis to be mentioned. Details of ACP/MACP/NFU with present Pay Matrix and pay Level where such benefits have been drawn by the candidate, may be indicated below:

Office/ Institution	Pay Matrix and Pay Level drawn under ACP/MACP Scheme/NFU basis	From (date)	To (date)

8.	Nature of present employment i.e. Adhoc or Temporary or Quasi-Permanent or Permanent			
9.	In case the present employment is held on deputation/contract basis, please state -			
	a) The date of Initial Appointment	b) Period of appointment on deputation/contract	c) Name of the present office/ organisation to which the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent organisation
9.1	Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance Vigilance Clearance and Integrity certificate.			
9.2	Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a lien in his parent cadre/organisation			

10.	If any post held on deputation in the past by the applicant, date of return from the last deputation and other details.		
11.	Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column		
	a) Central Government		
	b) State Government		
	c) Autonomous Organization		
	d) Government undertaking		
	e) Universities		
	f) Others (please specify)		
12.	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.		
13.	Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale		
14.	Total emoluments per month now drawn		
	Basis Pay in the pay level	Total Emoluments	
15.	In case the applicant belongs to an Organisation which is not following the Central Government Pay-Scales, the latest salary slip issued by the Organisation showing the following details may be enclosed		
	Basic Pay with scale of pay and rate of increment	Dearness pay/interim relief/other Allowances etc (with break-up details)	Total Emoluments

16.A	<p>Additional information, if any, relevant to the post you applied for in support of your suitability for the post.</p> <p>(This among other things may provide information with regard to</p> <p>(i) additional academic qualifications</p> <p>(ii) professional training and</p> <p>(iii) Work experience over and above prescribed in the Vacancy Circular/Advertisement)</p>	
16.B	<p>Achievements: The candidates are requested to indicate information with regard to;</p> <p>i) Research publications and reports and special projects</p> <p>ii) Awards/Scholarships/Official Appreciation Affiliation with the professional bodies/institutions/ societies and;</p> <p>iii) Patents registered in own name or achieved for the organization</p> <p>iv) Any research/ innovative measure involving official recognition</p> <p>v) Any other information.</p> <p>(Note: Enclose a separate sheet if the space is insufficient.)</p>	

17.	Please state whether, you are applying for deputation (ISTC).	
18	Whether belongs to SC/ST	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Quaification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

Place :

(SIGNATURE OF THE CANDIDATE)

Date :

Address:

Certification by the Employer/Cadre Controlling Authority

The information/ details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

- i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt./Ms
- ii) His/ Her integrity is certified.
- iii) His/Her CR/APAR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- iv) No major/minor penalty has been imposed on him/her during the last 10 years **Or** A list of major/minor penalties imposed on him/her during the last 10 years is enclosed (as the case may be).

Date :

Countersigned

Name & Designation

(Employer/ Cadre Controlling Authority with Seal)

PROFORMA FOR SEEKING VIGILANCE CLEARANCE
(to be signed by CVO)

Particulars in respect of the Officer for whom Vigilance Clearance is being obtained.

1.	Name of Officer				
2.	Father's Name				
3.	Date of Birth				
4.	Date of Retirement				
5.	Date of entry into Service				
6.	Service to which the officer belongs (Batch/Year/Cadre)				
7.	Position held (During the preceding ten years)				
Sl. No	Organization	Designation & Place of Posting	Admn./Nodal Ministry /Department	From	To
8.	Whether the officer has been placed on the agreed list or list of officers of doubtful integrity, If yes, full details to be given.				
9.	Whether any allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so what result.				
10.	Whether any punishment was awarded to the officer during the last 10 years. If so, the date of imposition and details of the penalty.				
11.	Is any Disciplinary / Criminal Proceedings / Charge Sheet pending against the officer. [If so, details to be furnished - including reference no., if any, of the commission]				
12.	Is any action contemplated against the officer as on date (if so, the details to be furnished)				
13.	Reason for obtaining vigilance clearance				
14.	Whether IPR for the latest year has been submitted Year and Status (Yes/No).				

Date:
Place:

Signature
Designation : Chief Vigilance Officer
Seal of the Officer

INTEGRITY CERTIFICATE

After scrutinizing Annual Confidential Reports of Dr./ Shri/ Smt./Ms. _____, _____ who has applied for the post of Senior Adviser / Adviser in the NITI Aayog on Deputation (ISTC)/Promotion basis, it is certified that his/ her integrity is beyond doubt.

[To be signed by an Officer of the rank of
Deputy Secretary or above]

Name & Office Seal :

Date :

Application For The Post of Adviser in NITI Aayog
[For Deputation (Including Short-Term Contract)]

POST APPLIED FOR: **Adviser**

PHOTO

PREFERRED VERTICAL/AREA: _____

1.	Name & Address (in Block Letters)				
	Mobile No				
	E-mail id				
2.	Date of Birth (in Christian era)				
3.	i) Date of entry into service				
	ii.) Date of retirement under the Central /State Government Rules				
4.	Educational Qualifications				
	Degree/Diplom a/ Certificate	University/Board	Main Subjects	Month Year Passing	& of % Marks/ Division
i)					
ii)					
iii)					

(Add rows if required)

5.	Whether qualifications required for the post are satisfied (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)				
Qualification/Experience Required as mentioned in the advertisement/ vacancy circular		Qualification/experience possessed by the officer			
Essential					
a) (i) Holding analogous posts on regular basis in the parent cadre or department; or (ii) with two years regular service in Level - 13A in Pay Matrix ; or iii) with three years regular service in Level - 13 in Pay Matrix and		Pay Level	Since date		
b) Masters' Degree in any discipline or MBBS or Degree in Engineering or Technology from a recognized University or Passed in Sections A and B of the Institution Examinations of the Institute of Engineers (India) or Post Graduate Diploma in Management (Two years)		Degree with main subjects	University	Month & Year of passing	
c) Minimum 15 years' experience (which shall include up to 3 years for Ph.D. provided no work experience is counted during those 3 years) in formulation, appraisal, execution/ implementation, research, monitoring and evaluation of policy, programme or projects	years (Please furnish details at Sl No. 7 below)			
Desirable : Doctorate in any discipline or Master's Degree in Engineering		Degree with main subjects	University	Month & Year of passing	
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.					

7. Details of Employment, in chronological order:

Sl No	Office/ Institution	Post held on regular basisName of Employer	From (date)	To (date)	*Pay Matrix and Pay Level of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

***Important :** Pay Matrix and Pay Level granted under ACP/MACP/NFU are personal to the officer and therefore, should not be mentioned. Only Pay Matrix and Pay Level of the post held on regular basis to be mentioned. Details of ACP/MACP/NFU with present Pay Matrix and pay Level where such benefits have been drawn by the candidate, may be indicated below:

Office/ Institution	Pay Matrix and Pay Level drawn under ACP/MACP Scheme/NFU basis	From (date)	To (date)

8.	Nature of present employment i.e. Adhoc or Temporary or Quasi-Permanent or Permanent			
9.	In case the present employment is held on deputation/contract basis, please state -			
	a) The date of Initial Appointment	b) Period of appointment on deputation/contract	c) Name of the present office/ organisation to which the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent organisation
9.1	Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance Vigilance Clearance and Integrity certificate.			
9.2	Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a lien in his parent cadre/organisation			

10.	If any post held on deputation in the past by the applicant, date of return from the last deputation and other details.	
11.	Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column	
	a) Central Government	
	b) State Government	
	c) Autonomous Organization	
	d) Government undertaking	
	e) Universities	
	f) Others (please specify)	
12.	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.	
13.	Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale	
14.	Total emoluments per month now drawn	
	Basis Pay in the pay level	Total Emoluments
15.	In case the applicant belongs to an Organisation which is not following the Central Government Pay-Scales, the latest salary slip issued by the Organisation showing the following details may be enclosed	
	Basic Pay with scale of pay and rate of increment	Dearness pay/interim relief/other Allowances etc (with break-up details)
		Total Emoluments

16.A	<p>Additional information, if any, relevant to the post you applied for in support of your suitability for the post.</p> <p>(This among other things may provide information with regard to</p> <p>(i) additional academic qualifications</p> <p>(ii) professional training and</p> <p>(iii) Work experience over and above prescribed in the Vacancy Circular/Advertisement)</p>	
16.B	<p>Achievements: The candidates are requested to indicate information with regard to;</p> <p>i) Research publications and reports and special projects</p> <p>ii) Awards/Scholarships/Official Appreciation Affiliation with the professional bodies/institutions/ societies and;</p> <p>iii) Patents registered in own name or achieved for the organization</p> <p>iv) Any research/ innovative measure involving official recognition</p> <p>v) Any other information. (Note: Enclose a separate sheet if the space is insufficient.)</p>	

17.	Please state whether you are applying for deputation (ISTC).	
18	Whether belongs to SC/ST	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

Place :
CANDIDATE)

(SIGNATURE OF THE

Date :

Address:

Certification by the Employer/Cadre Controlling Authority

The information/ details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

- i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt./Ms
- ii) His/ Her integrity is certified.
- iii) His/Her CR/APAR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- iv) No major/minor penalty has been imposed on him/her during the last 10 years **Or** A list of major/minor penalties imposed on him/her during the last 10 years is enclosed (as the case may be).

Date :

Countersigned

Name & Designation

(Employer/ Cadre Controlling Authority with Seal)

PROFORMA FOR SEEKING VIGILANCE CLEARANCE
(to be signed by CVO)

Particulars in respect of the Officer for whom Vigilance Clearance is being obtained.

1.	Name of Officer				
2.	Father's Name				
3.	Date of Birth				
4.	Date of Retirement				
5.	Date of entry into Service				
6.	Service to which the officer belongs (Batch/Year/Cadre)				
7.	Position held (During the preceding ten years)				
Sl. No	Organization	Designation & Place of Posting	Admn./Nodal Ministry /Department	From	To
8.	Whether the officer has been placed on the agreed list or list of officers of doubtful integrity, If yes, full details to be given.				
9.	Whether any allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so what result.				
10.	Whether any punishment was awarded to the officer during the last 10 years. If so, the date of imposition and details of the penalty.				
11.	Is any Disciplinary / Criminal Proceedings / Charge Sheet pending against the officer. [If so, details to be furnished - including reference no., if any, of the commission]				
12.	Is any action contemplated against the officer as on date (if so, the details to be furnished)				
13.	Reason for obtaining vigilance clearance				
14.	Whether IPR for the latest year has been submitted Year and Status (Yes/No).				

Date:
Place:

Signature
Designation : Chief Vigilance Officer
Seal of the Officer

INTEGRITY CERTIFICATE

After scrutinizing Annual Confidential Reports of Dr./ Shri/ Smt./Ms. _____, _____ who has applied for the post of Senior Adviser / Adviser in the NITI Aayog on Deputation (ISTC)/Promotion basis, it is certified that his/ her integrity is beyond doubt.

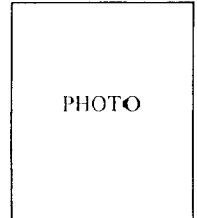
**[To be signed by an Officer of the rank of
Deputy Secretary or above]**

Name & Office Seal :

Date :

Application For The Post of Joint Adviser in NITI Aayog
[For Deputation (Including Short-Term Contract)]

POST APPLIED FOR: **Joint Adviser**
 Preferred Vertical :



1.	Name & Address (in Block Letters)				
	Mobile No				
	E-mail id				
2.	Date of Birth (in Christian era)				
3.	i) Date of entry into service				
	ii.) Date of retirement under the Central /State Government Rules				
4.	Educational Qualifications				
	Degree/Diploma/ Certificate	University/Board	Main Subjects	Month & Year of Passing	% Marks/ Division
	i)				
	ii)				
iii)					

(Add rows if required)

5.	Whether qualifications required for the post are satisfied (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)			
Qualification/Experience Required as mentioned in the advertisement/ vacancy circular		Qualification/experience possessed by the officer		
Essential				
a) (i) Holding analogous posts on regular basis in the parent cadre or department; or (ii) with five years regular service in Level - 12 in Pay Matrix and		Pay Level	Since date	
b) Masters' Degree in any discipline or MBBS or Degree in Engineering or Technology from a recognized University or Passed in Sections A and B of the Institution Examinations of the Institute of Engineers (India) or Post Graduate Diploma in Management (Two years)		Degree with main subjects	University	Month & Year of passing
c) Minimum 10 years' experience (which shall include up to 3 years for Ph.D. provided no work experience is counted during those 3 years) in formulation, appraisal, execution/ implementation, research, monitoring and evaluation of policy, programme or projects	years (Please furnish details at SI No. 7 below)		
Desirable : Doctorate in any discipline or Master's Degree in Engineering		Degree with main subjects	University	Month & Year of passing
6.	Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.			

7. Details of Employment, in chronological order:

Sl No	Office/ Institution	Post held on regular basis Name of Employer	From (date)	To (date)	*Pay Matrix and Pay Level of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

***Important :** Pay Matrix and Pay Level granted under ACP/MACP/NFU are personal to the officer and therefore, should not be mentioned. Only Pay Matrix and Pay Level of the post held on regular basis to be mentioned. Details of ACP/MACP/NFU with present Pay Matrix and pay Level where such benefits have been drawn by the candidate, may be indicated below:

Office/ Institution	Pay Matrix and Pay Level drawn under ACP/MACP Scheme/NFU basis	From (date)	To (date)

8.	Nature of present employment i.e. Adhoc or Temporary or Quasi-Permanent or Permanent			
9.	In case the present employment is held on deputation/contract basis, please state -			
	a) The date of Initial Appointment	b) Period of appointment on deputation/contract	c) Name of the present office/ organisation to which the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent organisation
9.1	Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance Vigilance Clearance and Integrity certificate.			
9.2	Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a lien in his parent cadre/organisation			



10.	If any post held on deputation in the past by the applicant, date of return from the last deputation and other details.		
11.	Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column		
	a) Central Government		
	b) State Government		
	c) Autonomous Organization		
	d) Government undertaking		
	e) Universities		
	f) Others (please specify)		
12.	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.		
13.	Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale		
14.	Total emoluments per month now drawn		
	Basis Pay in the pay level	Total Emoluments	
15.	In case the applicant belongs to an Organisation which is not following the Central Government Pay-Scales, the latest salary slip issued by the Organisation showing the following details may be enclosed		
	Basic Pay with scale of pay and rate of increment	Dearness pay/interim relief/other Allowances etc (with break-up details)	Total Emoluments

16.A	<p>Additional information, if any, relevant to the post you applied for in support of your suitability for the post.</p> <p>(This among other things may provide information with regard to</p> <p>(i) additional academic qualifications</p> <p>(ii) professional training and</p> <p>(iii) Work experience over and above prescribed in the Vacancy Circular/Advertisement)</p>	
16.B	<p>Achievements: The candidates are requested to indicate information with regard to;</p> <p>i) Research publications and reports and special projects</p> <p>ii) Awards/Scholarships/Official Appreciation Affiliation with the professional bodies/institutions/ societies and;</p> <p>iii) Patents registered in own name or achieved for the organization</p> <p>iv) Any research/ innovative measure involving official recognition</p> <p>v) Any other information. (Note: Enclose a separate sheet if the space is insufficient.)</p>	

17.	Please state whether you are applying for deputation (ISTC).	
18	Whether belongs to SC/ST	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

Place :
CANDIDATE)

(SIGNATURE OF THE

Date :

Address:

Certification by the Employer/Cadre Controlling Authority

The information/ details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

- i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt./Ms
.....
- ii) His/ Her integrity is certified.
- iii) His/Her CR/APAR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- iv) No major/minor penalty has been imposed on him/her during the last 10 years **Or** A list of major/minor penalties imposed on him/her during the last 10 years is enclosed (as the case may be).

Date :

Countersigned

Name & Designation

(Employer/ Cadre Controlling Authority with Seal)

PROFORMA FOR SEEKING VIGILANCE CLEARANCE
(to be signed by CVO)

Particulars in respect of the Officer for whom Vigilance Clearance is being obtained.

1.	Name of Officer				
2.	Father's Name				
3.	Date of Birth				
4.	Date of Retirement				
5.	Date of entry into Service				
6.	Service to which the officer belongs (Batch/Year/Cadre)				
7.	Position held (During the preceding ten years)				
Sl. No	Organization	Designation & Place of Posting	Admn./Nodal Ministry /Department	From	To
8.	Whether the officer has been placed on the agreed list or list of officers of doubtful integrity, If yes, full details to be given.				
9.	Whether any allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so what result.				
10.	Whether any punishment was awarded to the officer during the last 10 years. If so, the date of imposition and details of the penalty.				
11.	Is any Disciplinary / Criminal Proceedings / Charge Sheet pending against the officer. [If so, details to be furnished – including reference no., if any, of the commission]				
12.	Is any action contemplated against the officer as on date (if so, the details to be furnished)				
13.	Reason for obtaining vigilance clearance				
14.	Whether IPR for the latest year has been submitted Year and Status (Yes/No).				

Date:
Place:

Signature
Designation : Chief Vigilance Officer
Seal of the Officer

INTEGRITY CERTIFICATE

After scrutinizing Annual Confidential Reports of Dr./ Shri/ Smt./Ms. _____, _____ who has applied for the post of Senior Adviser / Adviser in the NITI Aayog on Deputation (ISTC)/Promotion basis, it is certified that his/ her integrity is beyond doubt.

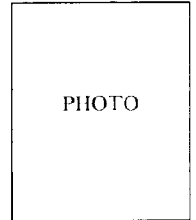
**[To be signed by an Officer of the rank of
Deputy Secretary or above]**

Name & Office Seal :

Date :

Application For The Post of Deputy Adviser in NITI Aayog
[For Deputation (Including Short-Term Contract)]

POST APPLIED FOR: **Deputy Adviser**
 Preferred Vertical :



1.	Name & Address (in Block Letters)				
	Mobile No				
	E-mail id				
2.	Date of Birth (in Christian era)				
3.	i) Date of entry into service				
	ii.) Date of retirement under the Central /State Government Rules				
4.	Educational Qualifications				
	Degree/Diplom a/ Certificate	University/Board	Main Subjects	Month & Year Passing	% Marks/ of Division
	i)				
	ii)				
iii)					

(Add rows if required)

5.	Whether qualifications required for the post are satisfied (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)				
Qualification/Experience Required as mentioned in the advertisement/ vacancy circular		Qualification/experience possessed by the officer			
Essential					
a) (i) Holding analogous posts on regular basis in the parent cadre or department; or (ii) with five years regular service in Level - 11 in Pay Matrix and		Pay Level	Since date		
b) Masters' Degree in any discipline or MBBS or Degree in Engineering or Technology from a recognized University or Passed in Sections A and B of the Institution Examinations of the Institute of Engineers (India) or Post Graduate Diploma in Management (Two years)		Degree with main subjects	University	Month & Year of passing	
c) Minimum 8 years' experience (which shall include up to 3 years for Ph.D. provided no work experience is counted during those 3 years) in formulation, appraisal, execution/ implementation, research, monitoring and evaluation of policy, programme or projects	years (Please furnish details at SI No. 7 below)			
Desirable : Doctorate in any discipline or Master's Degree in Engineering		Degree with main subjects	University	Month & Year of passing	
6.	Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.				

7. Details of Employment, in chronological order:

Sl No	Office/ Institution	Post held on regular basis Name of Employer	From (date)	To (date)	*Pay Matrix and Pay Level of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

***Important :** Pay Matrix and Pay Level granted under ACP/MACP/NFU are personal to the officer and therefore, should not be mentioned. Only Pay Matrix and Pay Level of the post held on regular basis to be mentioned. Details of ACP/MACP/NFU with present Pay Matrix and pay Level where such benefits have been drawn by the candidate, may be indicated below:

Office/ Institution	Pay Matrix and Pay Level drawn under ACP/MACP Scheme/NFU basis	From (date)	To (date)

8.	Nature of present employment i.e. Adhoc or Temporary or Quasi-Permanent or Permanent		
9.	In case the present employment is held on deputation/contract basis, please state -		
	a) The date of Initial Appointment	b) Period of appointment on deputation/contract	c) Name of the present office/ organisation to which the applicant belongs.
			d) Name of the post and Pay of the post held in substantive capacity in the parent organisation
9.1	Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance Vigilance Clearance and Integrity certificate.		
9.2	Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a lien in his parent cadre/organisation		

10.	If any post held on deputation in the past by the applicant, date of return from the last deputation and other details.		
11.	Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column		
	a) Central Government		
	b) State Government		
	c) Autonomous Organization		
	d) Government undertaking		
	e) Universities		
	f) Others (please specify)		
12.	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.		
13.	Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale		
14.	Total emoluments per month now drawn		
	Basis Pay in the pay level	Total Emoluments	
15.	In case the applicant belongs to an Organisation which is not following the Central Government Pay-Scales, the latest salary slip issued by the Organisation showing the following details may be enclosed		
	Basic Pay with scale of pay and rate of increment	Dearness pay/interim relief/other Allowances etc (with break-up details)	Total Emoluments

16.A Additional information, if any, relevant to the post you applied for in support of your suitability for the post.

(This among other things may provide information with regard to

(i) additional academic qualifications

(ii) professional training and

(iii) Work experience over and above prescribed in the Vacancy Circular/Advertisement)

16.B **Achievements:** The candidates are requested to indicate information with regard to;

i) Research publications and reports and special projects

ii) Awards/Scholarships/Official Appreciation Affiliation with the professional bodies/institutions/ societies and;

iii) Patents registered in own name or achieved for the organization

iv) Any research/ innovative measure involving official recognition

v) Any other information.

(Note: Enclose a separate sheet if the space is insufficient.)

17.	Please state whether you are applying for deputation (ISTC).	
18	Whether belongs to SC/ST	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

Place : (SIGNATURE OF THE CANDIDATE)
Date : Address:

Certification by the Employer/Cadre Controlling Authority

The information/ details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

- i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt./Ms
- ii) His/ Her integrity is certified.
- iii) His/Her CR/APAR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- iv) No major/minor penalty has been imposed on him/her during the last 10 years Or A list of major/minor penalties imposed on him/her during the last 10 years is enclosed (as the case may be).

Date :

Countersigned

Name & Designation

(Employer/ Cadre Controlling Authority with Seal)

PROFORMA FOR SEEKING VIGILANCE CLEARANCE
(to be signed by CVO)

Particulars in respect of the Officer for whom Vigilance Clearance is being obtained.

1.	Name of Officer				
2.	Father's Name				
3.	Date of Birth				
4.	Date of Retirement				
5.	Date of entry into Service				
6.	Service to which the officer belongs (Batch/Year/Cadre)				
7.	Position held (During the preceding ten years)				
Sl. No	Organization	Designation & Place of Posting	Admn./Nodal Ministry /Department	From	To
8.	Whether the officer has been placed on the agreed list or list of officers of doubtful integrity, If yes, full details to be given.				
9.	Whether any allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so what result.				
10.	Whether any punishment was awarded to the officer during the last 10 years. If so, the date of imposition and details of the penalty.				
11.	Is any Disciplinary / Criminal Proceedings / Charge Sheet pending against the officer. [If so, details to be furnished – including reference no., if any, of the commission]				
12.	Is any action contemplated against the officer as on date (if so, the details to be furnished)				
13.	Reason for obtaining vigilance clearance				
14.	Whether IPR for the latest year has been submitted Year and Status (Yes/No).				

Date:
Place:

Signature
Designation : Chief Vigilance Officer
Seal of the Officer

INTEGRITY CERTIFICATE

After scrutinizing Annual Confidential Reports of Dr./ Shri/ Smt./Ms. _____, _____ who has applied for the post of Senior Adviser / Adviser in the NITI Aayog on Deputation (ISTC)/Promotion basis, it is certified that his/ her integrity is beyond doubt.

**[To be signed by an Officer of the rank of
Deputy Secretary or above]**

Name & Office Seal :

Date :