

**Government of N.C.T. of Delhi**  
**Planning Department**

4<sup>th</sup> & 6<sup>th</sup> Level, B-Wing, Delhi Secretariat, I.P. Estate, New Delhi-110002

**No.18(52)/2017-18/Plg/Monit./**

**Dated: May, 2018**

**RECRUITMENT NOTICE**

Applications are invited from the eligible candidates for Selection for the following posts on contract basis in the Monitoring & Evaluation Unit consists of: a) Monitoring (incl. Outcome Budget), b) Policy Research & Evaluation & c) Data Analytics and Open Data in the Planning Department, GNCTD.:-

**A. Name of Post: Director (Level-13)**

<b>1</b>	<b>Number of Post</b>	<b>1 (one)</b>
<b>2</b>	<b>Consolidated Remuneration</b>	<b>Rs.1,65,000 per month</b>
<b>3</b>	<b>Method of Recruitment</b>	<b>Contract</b>
<b>4</b>	<b>Period of Contract</b>	<b>One Year (Extendable )</b>
<b>5</b>	<b>Eligibility as on closing date</b>	<b>Candidates from Open Market &amp; government officers</b> of any cadre with relevant experience and educational qualification can also apply for these posts and remuneration for them will be in pay scale of the posts applied
	<b>(a) Educational Qualification</b>	<ul style="list-style-type: none"><li>• The Candidate should at least have a post-graduate in economics/statistics/ mathematics/ commerce/public policy/operation research/ management from a reputed University/ institute. PhD will be a desirable qualification;</li></ul>
	<b>(b) Experience</b>	<ul style="list-style-type: none"><li>• The Candidate should have work experience of minimum 10 years of which at least 4 years should be in the field of Monitoring and Evaluation;</li><li>• The Candidate should have preferably headed a Monitoring and Evaluation Cell/ Institution in addition to having strong intellectual credentials and qualities of leadership.</li></ul>
	<b>(c) Age Limit</b>	<ul style="list-style-type: none"><li>• Not exceeding 55 yrs.</li></ul>

**B. Name of Post: Joint Director (Level-12)**

<b>1</b>	<b>Number of Post</b>	<b>2 (Two)</b>
<b>2</b>	<b>Consolidated Remuneration</b>	<b>Rs.1,10,000 per month</b>
<b>3</b>	<b>Method of Recruitment</b>	<b>Contract</b>
<b>4</b>	<b>Period of Contract</b>	<b>One Year (Extendable )</b>
<b>5</b>	<b>Eligibility as on closing date</b>	<b>Candidates from Open Market &amp; government officers</b> of any cadre with relevant experience and educational qualification can also apply for these posts and remuneration for them will be in pay scale of the posts applied
	<b>(a) Educational Qualification</b>	<ul style="list-style-type: none"><li>• The Candidate should at least have a post-graduate in economics/statistics/mathematics/ commerce/ public policy/operation research from a reputed University/ institute. PhD will be a desirable qualification;</li></ul>
	<b>(b) Experience</b>	<ul style="list-style-type: none"><li>• The Candidate should have work experience of minimum 7 years of which at least 3 years should be in the field of Monitoring and Evaluation;</li></ul>
	<b>(c) Age Limit</b>	<ul style="list-style-type: none"><li>• Not exceeding 50 yrs.</li></ul>

**C. Name of Post: Deputy Director (Level-11)**

<b>1</b>	<b>Number of Post</b>	<b>2(Two)</b>
<b>2</b>	<b>Consolidated Remuneration</b>	<b>Rs.95,000 per month</b>
<b>3</b>	<b>Method of Recruitment</b>	<b>Contract</b>
<b>4</b>	<b>Period of Contract</b>	<b>One Year (Extendable )</b>
<b>5</b>	<b>Eligibility as on closing date</b>	<b>Candidates from Open Market &amp; government officers</b> of any cadre with relevant experience and educational qualification can also apply for these posts and remuneration for them will be in pay scale of the posts applied
	<b>(a) Educational Qualification</b>	<ul style="list-style-type: none"><li>• The Candidate should at least have a post-graduate in economics/statistics/mathematics/ commerce/public policy/ operation research/ management from a reputed University/institute. PhD will be a desirable qualification;</li></ul>
	<b>(b) Experience</b>	<ul style="list-style-type: none"><li>• The Candidate should have work experience of minimum 5 years of which at least 2 years should be in the field of Monitoring and Evaluation</li></ul>
	<b>(c) Age Limit</b>	<ul style="list-style-type: none"><li>• Not exceeding 45 yrs.</li></ul>

**D. Name of Post: Sr. System Analyst (Level – 11)**

<b>1</b>	<b>Number of Post</b>	<b>1(One)</b>
<b>2</b>	<b>Consolidated Remuneration</b>	<b>Rs.95,000 per month</b>
<b>3</b>	<b>Method of Recruitment</b>	<b>Contract</b>
<b>4</b>	<b>Period of Contract</b>	<b>One Year (Extendable )</b>
<b>5</b>	<b>Eligibility as on closing date</b>	<b>Candidates from Open Market &amp; government officers</b> of any cadre with relevant experience and educational qualification can also apply for these posts and remuneration for them will be in pay scale of the posts applied
	<b>(a) Educational Qualification</b>	<ul style="list-style-type: none"><li>• A MCA/B. Tech/B.E.(Computer Science / Information Technology).</li></ul>
	<b>(b) Experience</b>	<ul style="list-style-type: none"><li>• At least 5 years experience and knowledge of designing and developing client/server applications, skill in application programming and systems analysis and related programming support functions</li><li>• The candidate should have the proven knowledge of relational database management software such as MS SQL server and Oracle/ERP/accounting software</li></ul>
	<b>(c) Age Limit</b>	<ul style="list-style-type: none"><li>• Not exceeding 35 yrs.</li></ul>

**E. Name of Post: System Analyst (Level – 10)**

<b>1</b>	<b>Number of Post</b>	<b>1(One)</b>
<b>2</b>	<b>Consolidated Remuneration</b>	<b>Rs.80,000 per month</b>
<b>3</b>	<b>Method of Recruitment</b>	<b>Contract</b>
<b>4</b>	<b>Period of Contract</b>	<b>One Year</b>
<b>5</b>	<b>Eligibility as on closing date</b>	<b>Candidates from Open Market &amp; government officers</b> of any cadre with relevant experience and educational qualification can also apply for these posts and remuneration for them will be in pay scale of the posts applied
	<b>(a) Educational Qualification</b>	<ul style="list-style-type: none"><li>• A Degree in Engineering/ Computer Science/Information Technology).</li></ul>
	<b>(b) Experience</b>	<ul style="list-style-type: none"><li>• At least 2 years experience and knowledge of designing and developing client/server applications, skill in application programming and systems analysis and related programming support functions</li></ul>
	<b>(c) Age Limit</b>	<ul style="list-style-type: none"><li>• Not exceeding 30 yrs.</li></ul>

**F. Name of Post: Young Professional (Level – 06)**

<b>1</b>	<b>Number of Post</b>	<b>6(Six)</b>
<b>2</b>	<b>Consolidated Remuneration</b>	<b>Rs.50,000 per month</b>
<b>3</b>	<b>Method of Recruitment</b>	<b>Contract</b>
<b>4</b>	<b>Period of Contract</b>	<b>One Year (Extendable )</b>
<b>5</b>	<b>Eligibility as on closing date</b>	<b>Candidates from Open Market &amp; government officers</b> of any cadre with relevant experience and educational qualification can also apply for these posts and remuneration for them will be in pay scale of the posts applied
	<b>(a) Educational Qualification</b>	<ul style="list-style-type: none"> <li>The candidate should hold a post graduate degree in Statistics/Operational Research/Mathematical Statistics/Applied Statistics or Post Graduate degree in Economics/Mathematics/Commerce (with Statistics as one of the subject/papers in Post Graduation/Graduation level) as per the Recruitment Rules of Statistical Assistants of Planning &amp; Statistical Cadre.</li> </ul>
	<b>(b) Experience</b>	<ul style="list-style-type: none"> <li>The candidate should possess strong analytical, communication (both written and verbal) and interpersonal skills. Advanced proficiency in Microsoft Office suite (Power point, Excel, Word) and preferably in use of statistical packages (Stata/SPSS).</li> </ul>
	<b>(c) Age Limit</b>	<ul style="list-style-type: none"> <li>Not exceeding 32 yrs.</li> </ul>

**G. Name of Post: Interns**

<b>1</b>	<b>Number of Post</b>	<b>5(Five)</b>
<b>2</b>	<b>Consolidated Remuneration</b>	<b>Rs.25,000 per month</b>
<b>3</b>	<b>Method of Recruitment</b>	<b>Contract</b>
<b>4</b>	<b>Period of Contract</b>	<b>Six months</b>
<b>5</b>	<b>Eligibility as on closing date</b>	
	<b>(a) Educational Qualification</b>	<ul style="list-style-type: none"> <li>The candidates should hold a bachelor's degree in any discipline, preferably in economics/statistics/commerce/mathematics. Desirable:- Masters Degree</li> </ul>
	<b>(b) Experience</b>	<ul style="list-style-type: none"> <li>The candidate should have proficiency in Microsoft Office suite (Power point, Excel, Word) and preferably in use of statistical packages (Stata/SPSS).</li> </ul>
	<b>(c) Age Limit</b>	<ul style="list-style-type: none"> <li>Not exceeding 30 yrs.</li> </ul>

- The appointment will be made initially for one year which can be extended upto 3 years on satisfactory performance after the approval of the competent authority.
- Consolidated remuneration will be enhanced annually based on increase of dearness allowance on applicable components.
- The candidates are required to fill up the online application form available on the website of Planning Department and also send (a) print out of filled form duly signed, (b) application fee in form of Demand Draft, (c) self-certified copied of educational qualification i.e. marks-sheet and certificate, 10th class certificate showing date of birth, experience and research claimed, caste certificate (d) passport size photo duly pasted & signed to Special Secretary (Planning) Planning Department, 6th Level, B-Wing, Delhi Secretariat, IP Estate New Delhi 110002.
- Candidates can apply for more than one position for which they have to apply separately for each position but application fee for each posts has to be submitted separately.
- In case of difference in online data and the physical application, the application will be rejected without assigning any reason.

- The last date to apply online is 05.06.2018 and last date of submission of print out of application form with required documents in Planning Department is on or before 05.06.2018 5:00 PM by hand or through registered post.
- The amount of application fee (non-refundable) is Rs. 500 for posts at s.no. 1-5, Rs. 250 for posts code at s.no. 6 and Rs. 100 for post at s.no. 7. No fee will be charged from SC/ST candidates. The fee shall be given in the form of demand draft in favour of D.D.O., Planning Department, Govt. of NCT of Delhi payable at New Delhi.
- The interview date, time and venue shall be communicated to the eligible candidates in advance. However, Planning Department reserves the right to change the centre, if needed.
- No TA/DA will be paid for the interview by Planning Department.
- Planning Department may conduct exam, if required, for selection of candidates before the interviews.
- The government officers applying for any posts will be required to produce NOC from their present department alongwith Integrity Certificate and Vigilance Clearance before the interview.
- The applications received for a post will be scrutinized and the candidates based on merit will be called for interview. Planning Department has right to set the scrutiny and selection criteria keeping in view number of applications received. The decision of Planning Department to set the criteria will be final.
- Interview will be held at New Delhi by Selection Committee and date will be communicated in advance by Post/email. The qualification prescribed is the minimum requirement and the same does not automatically make candidate eligible for interview. Screening of applications will be carried to short-list of candidates for interview. Candidates called for interview will be required to produce all relevant original documents in proof of details furnished in their applications at the time of interview. Selection will be made on the basis of performance in interview. Result will be communicated through email & displayed on official website of this institution.
- Planning Department has the right to cancel the recruitment or terminate the contract at any time, without assigning any reason. The decision of the Planning Department will be final.



**Last Date to submit signed copies with Document : JUNE 05, 2018**

List of Documents to be submitted

- i. Print Out of duly filled online Application Form
- ii. Application fee in form of Demand Draft or SC/ST Certificate for fee exemption.
- iii. Self-certified copies of document claiming educational/professional qualification, caste certificate, experience and research claimed.
- iv. Self-Certified copy of 10<sup>th</sup> class certificate showing date of birth
- v. Passport size photo duly pasted on form

Address : -

**Special Secretary**  
Planning Department,  
Govt. of NCT of Delhi  
6<sup>th</sup> Level, B – Wing, Delhi Secretariat,  
IP Estate, New Delhi 110002