

**ENGAGEMENT OF CONSULTANTS IN THE NCR PLANNING BOARD (MINISTRY OF URBAN DEVELOPMENT, GOVERNMENT OF INDIA) ON CONTRACT BASIS**

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Advertisement details on NCRPB website ([www.ncrpb.nic.in](http://www.ncrpb.nic.in))

The National Capital Region Planning Board, a statutory body under the Administrative control of Ministry of Urban Development intends to engage two Consultants on Full-time basis on the following terms of reference as per details below:

**1. Name of the post - CONSULTANT (Urban/Regional/Infrastructure Planning)**

No. of posts -1 (one)

**A. Eligibility Criteria, Experience and Age etc.**

**Qualification(s) Essential:**

Post Graduate Degree in Town or City or Urban or Infrastructure or Regional Planning from a recognized University or Institute.

**Qualification(s) Desirable:**

- Experience in Remote Sensing and Geographic Information System Application.
- Proficiency in data analysis/presentation and report preparation using MS-Office Programs and GIS etc.
- Associate membership of the Institute of Town Planners, India

**Experience:** Minimum 2-4 years' experience in projects relating to town & country planning preferably regional/urban planning or similar projects and evaluation of parameters for land use planning, environment, regional connectivity, development potential, socio-economic parameters, etc.

**Age:** Below 40 years

**2. Name of the post - CONSULTANT (Project Planning & Implementation)**

No. of posts -1 (one)

**A. Eligibility Criteria, Experience and Age etc.**

**Qualification(s) Essential:**

Post Graduate Degree in Town / City / Urban / Transport / Environment / Infrastructure / Regional Planning from a recognized University or Institute.

**Qualification(s) Desirable:**

- Candidates with B. Planning / B (Tech) in Planning & MBA (Finance) will be preferred.
- Associate membership of the Institute of Town Planners, India

**Experience:** Minimum 2-4 years' experience in Physical infrastructure & Project Planning & Implementation, proficiency in DPR appraisals, Bidding procedures, bid evaluations, procurement works on project implementation and evaluation of parameters for project

  
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related procurement, land use planning, development potential, data analysis/presentation and report preparation using MS-Office Programs, etc.

**Age:** Below 40 years

**B. Remuneration:**

Depending on experience and skills INR 50,000 to 60,000 per month (Consolidated) (inclusive of all taxes).

**C. Other conditions:**

- i. Appointment of Consultants will be on full time basis. He/she will be required to attend the office on **daily basis as per office hours**.
- ii. In case the Consultant is required to go on tour, he/she will be entitled for **TA/DA with** the prior sanction of the Competent Authority of the Board. The entitlement of TA/DA in such cases would be equivalent to the entitlements of Assistant Director (PB-3) of the Board.
- iii. He/she will be eligible for **eight days leave** in a calendar year on pro-rata basis. Therefore, he/she shall not draw any remuneration in case of his/her absence beyond eight days in a year (calculated on a pro-rata basis). Un-availed leave in a calendar year will not carry forward to the next calendar year.
- iv. The Appointment of Consultant will be **valid for twelve months** and can be further extended at the discretion of the Competent Authority of the Board.
- v. The Consultants are required to work full time in NCRPB office. However, for delivering lecture or providing professional guidance/ advice on short term basis to any academic/ government institution, prior permission will have to be taken by the consultant.
- vi. The Board reserves the right to cancel the Appointment of Consultant any time during the period of contract by giving 15 days' notice in case his/her services are not found satisfactory.
- vii. The selection shall be made on the basis of an interview by a Selection Committee to be formed by this Board.
- viii. Evaluation will be done based on Qualification, Experience (based on the documents submitted) and the Interview.
- ix. Applicants shortlisted/ called for the **interview** must bring along a (1) Copy of completed Application Form in the prescribed format, along with (2) Self-attested copies of Educational and Professional Qualifications and originals that need to be shown for verification.
- x. The detailed terms & conditions shall be provided at the time of appointment.
- xi. Those having the required qualifications and experience mentioned above may apply for the relevant posts and submit the following: **(1) Completed Application Form in the prescribed format**, along with **(2) detailed CV (3) and self-attested photocopies of testimonials**, delivered/sent through post to the office of the **Member Secretary, NCRPB, Core-4B, First Floor, India Habitat Center, Lodhi Road, New Delhi-110003**.
- xii. Interested candidates may submit their application on or before **05.01.2017** by **4.00 P.M.** The late applications will be rejected.

**NCR Planning Board**



**NATIONAL CAPITAL REGION PLANNING BOARD**

**Application Form**

Affix Self  
Attested  
Photograph

1. **Post applied for** : \_\_\_\_\_
2. **Full Name** : \_\_\_\_\_
3. **Gender** : \_\_\_\_\_
4. **Date of Birth** : \_\_\_\_\_
5. **Age as on 01.07.2016** : \_\_\_\_\_
6. **Father's/ Mother's name** : \_\_\_\_\_
7. **Correspondence Address** : \_\_\_\_\_  
\_\_\_\_\_
8. **Permanent Address** : \_\_\_\_\_  
\_\_\_\_\_
9. **E-mail ID + Mobile no.** : \_\_\_\_\_
10. **Nationality** : \_\_\_\_\_

**11. Summary of Experience and Qualification\*:**

Professional Qualifications	Copy of Educational Certificates submitted	Total no. of years of experience	Skills
Master Degree in .....	(Yes/ No)		
Bachelor degree in .....			
(Others if any)			

*\*May add separate sheet, if need.*

*[Signature]*  
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12. Experience Details:

Duration & Year		Designation	Functions/Duties	Name of Organization

Date & Place

Name and Signature of the Candidate

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