



**NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI  
RAJRAJENDRANAGAR: HYDERABAD-500 030**

Advt. No. 30/2023  
File No. NIRDPR/CPRDPSSD/SoEPR/Finance&Other-2023  
Comp No. 15311

**Advertisement Inviting Applications for Filling up of Posts  
in the School of Excellence in Panchayati Raj (SoEPR) under NIRDPR**

National Institute of Rural Development & Panchayati Raj (NIRDPR), which is the country's apex organization for training and research on various aspects of Panchayati Raj and Rural Development is implementing a National level Project for setting up of a School of Excellence in Panchayati Raj (SoEPR) at NIRDPR under RGSA. NIRDPR invites online applications from eligible candidates for the following contractual positions.

<b>Positions at the State Units of the SoEPR to Operate from the State Institutes of Rural Development (SIRD) / State Panchayat Resource Centres (SPRC) for working in a cluster of 4 to 6 Districts in the assigned State/Union Territory</b>		
<b>Sl. No.</b>	<b>Name of the Position</b>	<b>No. of Posts</b>
1	Senior Capacity Building Consultant & State Quality Monitor	24
2	Capacity Building Consultant & State Quality Monitor	148
<b>Total number of Posts</b>		<b>172</b>

<b>Category-wise vacancies for the above mentioned Positions</b>								
<b>Sl. No.</b>	<b>Name of the Post</b>	<b>No. of Posts Reserved for SC (15%)</b>	<b>No. of Posts Reserved for ST (7.5%)</b>	<b>No. of Posts Reserved for OBC (27%)</b>	<b>No. of Posts Reserved for EWS (10%)</b>	<b>No. of Unreserved Posts</b>	<b>Total No. of posts</b>	<b>No. of Posts Reserved for PwD (4%)</b>
1	Senior CB Consultant & State Quality Monitor	4	2	6	2	10	24	1
2	CB Consultant & State Quality Monitor	22	11	40	15	60	148	6

**NB:** State-Wise vacancies for the above two Positions are at *Annexure- 1*

The details with regard to the educational qualifications, experience, skills, job description, age, remuneration, etc. are as follows:

**1. Senior Capacity Building Consultant & State Quality Monitor for working in the State Units of the SoEPR, located at SIRD/SPRC**

1	Designation	Senior Capacity Building Consultant & State Quality Monitor
2	Mode of Recruitment	On Contract Basis

3	No. of Posts	24 (twenty-four)
4	Educational Qualification	Masters degree in any discipline from any recognized university
5	Work Experience	<p><b><u>Essential</u></b> At least nine years' first-hand combined experience of having worked at District/State/National level on issues related to Panchayat Governance, implementation of Rural Development programmes, Decentralised Planning, Capacity Building &amp; Training of Panchayats on all or most aspects of Panchayats &amp; Rural Development including development of women &amp; children and backward sections in rural areas.</p> <p><b><u>Desirable</u></b></p> <ul style="list-style-type: none"> <li>• Experience in extensive fieldwork to monitor the implementation of Capacity Building &amp; Training programmes under RGSA will be given preference.</li> <li>• Preference will be given to those having work experience in Localization of SDGs and preparation of LSDG-focused Thematic GPDP, BPDP &amp; DPDP.</li> <li>• Experience in development of Training Materials on the subjects and conduct of Training including Training of Trainers will be given preference.</li> </ul>
6	Knowledge and Skills Required	<p>(a) Knowledge about Panchayati Raj system including structure, functions, roles &amp; responsibilities and issues related to strengthening of Panchayats as institutions of self-government</p> <p>(b) Knowledge about Capacity Building &amp; Training on all or most aspects of Panchayats and Rural Development</p> <p>(c) Knowledge about the flagship programmes/schemes being implemented for Rural Development, development of women &amp; children and backward sections in the rural areas</p> <p>(d) Knowledge about Decentralised Planning, Localization of SDGs and LSDG-focused Theme-based GPDP, BPDP and DPDP</p> <p>(e) Strong leadership qualities and motivational skills</p> <p>(f) Strong mentoring and monitoring skills</p> <p>(g) Soft skills including proficiency in MS Office, presentation skills and skills in use of e-GramSwaraj Portal</p> <p>(h) Proficiency in writing and speaking English and speaking Hindi.</p>
7	Job Description	<p>(a) Liaison with the State Panchayati Raj Department, other Departments concerned of the State Government and SIRD/SPRC</p> <p>(b) To lead the State Unit of Capacity Building Consultant &amp; State Quality Monitors in the State/UT</p> <p>(c) To supervise the works of the Capacity Building Consultant &amp; State Quality Monitors and monitor their performance</p> <p>(d) Preparation of reports on the works done by the Capacity Building Consultant &amp; State Quality Monitors and submission of the same along with feedback to the SoEPR</p> <p>(e) To coordinate with and provide support to SIRDs/SPRCs, ETCs, DPRCs, PTCs etc., in carrying out their assigned tasks including Training Needs Assessment, preparation and implementation of Action Plans for CB&amp;T under RGSA in a qualitative manner and monitoring of their performance in CB&amp;T interventions</p> <p>(f) To coordinate with District Panchayat President and District Magistrate/CEO of District Panchayat, offices of the line departments, Corporates and NGOs working in the State/UT/Districts</p> <p>(g) To disseminate the knowledge developed by the SoEPR among Panchayats for strengthening them as institutions of self-government and to promote holistic and sustainable development</p> <p>(h) To provide support to SIRDs in developing Training Materials for</p>

		<p>CB&amp;T of different tiers of Panchayats as per local needs</p> <p>(i) To visit their assigned districts (4-6, depending on the size of the districts) in a given State/UT on a regular basis and to provide handholding support to training institutions for effective CB&amp;T</p> <p>(j) To work as Resource Persons in the above-mentioned Training Institutions on important issues to bridge critical gaps</p> <p>(k) To provide handholding support to Panchayats in preparation of LSDG-focused Thematic GPDP, BDPD &amp; DPDP and make efforts for achieving convergence of initiatives of line departments with those of Panchayats and integration of VPRPs into GPDP</p> <p>(l) To provide handholding support to States/UTs/Panchayats for application of Panchayat Development Index</p> <p>(m) To mentor and monitor the quality of CB&amp;T Programmes under RGSA and other schemes for Panchayats</p> <p>(n) To conduct impact assessment of CB&amp;T Programmes for Panchayats</p> <p>(o) To provide support to Panchayats in raising OSR and effective utilization of Finance Commission grants and other resources for effective implementation of Plans and service delivery</p> <p>(p) Preparation of case studies and documentation good practices pertaining to functioning of Panchayats and other development interventions</p> <p>(q) Assessment/analysis of GPDPs, BDPDs &amp; DPDPs of their respective districts</p> <p>(r) To provide field-based information to the SoEPR and States/UTs</p> <p>(s) To ensure availability of various data of the respective districts and provide feedback to the MoPR on the progress and quality of CB&amp;T programmes in the State/UT and on the progress of preparation &amp; implementation of LSDG-focused Thematic GPDP, BDPD &amp; DPDP</p> <p>(t) To contribute to various NIRDPR initiatives</p> <p>(u) To undertake extensive travels in remote areas of the State/UT</p> <p>(v) To work for prolonged hours every day to achieve targets of the SoEPR</p> <p>(w) To discharge such other responsibilities as may be assigned by the competent authority</p>
8	Age Limit	Not more than 62 years as on 17.08.2023
9	Remuneration	A consolidated amount of Rs.75,000/- (Rupees seventy-five thousand) only per month plus travel and subsistence on tour as per norms of NIRDPR

**2. Capacity Building Consultant & State Quality Monitor for working in the State Units of the SoEPR, located at SIRD/SPRC/Cluster of Districts**

1	Designation	Capacity Building Consultant & State Quality Monitor
2	Mode of Recruitment	On Contract Basis
3	No. of Posts	148 (One hundred and forty-eight)
4	Educational Qualification	Masters degree in any discipline from any recognized university
5	Work Experience	<p><b>Essential</b></p> <p>At least seven years' first-hand combined experience of having worked at District/State/National level on issues related to Panchayat Governance, implementation of Rural Development programmes, Decentralised Planning, Capacity Building &amp; Training of Panchayats on all or most aspects of Panchayats &amp; Rural Development including development of women &amp; children and backward sections in rural areas</p> <p><b>Desirable</b></p>

		<ul style="list-style-type: none"> <li>• Experience in extensive fieldwork to monitor the implementation of Capacity Building &amp; Training programmes under RGSA</li> <li>• Preference will be given to those having work experience in Localization of SDGs and LSDG-focused Thematic GPDP, BPDP &amp; DPDP</li> <li>• Experience in development of Training Materials on the subjects and conduct of Training including Training of Trainers will be given preference.</li> </ul>
6	Knowledge and Skills Required	<ul style="list-style-type: none"> <li>(a) Knowledge about Panchayati Raj system including structure, functions, roles &amp; responsibilities and issues related to strengthening of Panchayats as institutions of self-government</li> <li>(b) Knowledge about Capacity Building &amp; Training on all or most aspects of Panchayats and Rural Development</li> <li>(c) Knowledge about flagship programmes/schemes for Rural Development, development of women &amp; children and backward sections in the rural areas</li> <li>(d) Knowledge about Decentralised Planning, Localization of SDGs and LSDG-focused Theme-based GPDP, BPDP &amp; DPDP</li> <li>(e) Leadership qualities and motivational skills</li> <li>(f) Mentoring and monitoring skills</li> <li>(g) Soft skills including proficiency in MS Office, presentation skills and skills in use of e-GramSwaraj Portal</li> <li>(h) Proficiency in writing and speaking English and speaking Hindi.</li> </ul>
7	Job Description	<ul style="list-style-type: none"> <li>(a) To coordinate with and provide support to SIRDs/SPRCs, ETCs, DPRCs, PTCs etc., in carrying out their assigned tasks including Training Needs Assessment, preparation and implementation of Action Plans for CB&amp;T under RGSA in a qualitative manner and monitoring of their performance in CB&amp;T interventions</li> <li>(b) To coordinate with District Panchayat President and District Magistrate/CEO of District Panchayat, offices of the line departments, Corporates and NGOs working in the State/UT/Districts</li> <li>(c) To disseminate the knowledge developed by the SoEPR among Panchayats for strengthening them as institutions of self-government and to promote holistic and sustainable development</li> <li>(d) To provide support to SIRDs in developing Training Materials for CB&amp;T of different tiers of Panchayats as per local needs</li> <li>(e) To visit their assigned districts (4-6, depending on the size of the districts) in a given State/UT on a regular basis and to provide handholding support to training institutions for effective CB&amp;T</li> <li>(f) To work as Resource Persons in the above-mentioned Training Institutions on important issues to bridge critical gaps</li> <li>(g) To provide support to Panchayat Standing Committees in their effective functioning</li> <li>(h) To provide handholding support to Panchayats in preparation of LSDG-focused Thematic GPDP, BPDP &amp; DPDP and make efforts for achieving convergence of initiatives of line departments with those of Panchayats and integration of VPRPs into GPDP</li> <li>(i) To provide handholding support to States/UTs/Panchayats for application of Panchayat Development Index</li> <li>(j) To mentor and monitor the quality of CB&amp;T Programmes for Panchayats</li> <li>(k) To conduct impact assessment of CB&amp;T Programmes for Panchayats.</li> <li>(l) To provide support to Panchayats for raising OSR and effective utilization of Finance Commission grants and other resources for effective implementation of Plans and service delivery</li> <li>(m) Preparation of case studies and documentation good practices pertaining to functioning of Panchayats and other development interventions</li> </ul>

		(n) Assessment/analysis of GDPDs, BDPDs & DPDPs of their respective districts (o) To provide field-based information to the SoEPR and States/UTs (p) To contribute to various NIRDPR initiatives (q) To ensure availability of various data of the respective districts (r) To provide support to Panchayat Standing Committees in areas of work related to the SoEPR (s) To undertake extensive travels in remote areas of the State/UT (t) To work for prolonged hours every day to achieve targets of the SoEPR (u) To discharge such other responsibilities as may be assigned by the competent authority
8	Age Limit	Not more than 62 years as on 17.08.2023
9	Remuneration	A consolidated amount of Rs.60,000/- (Rupees sixty thousand) only per month plus travel and subsistence on tour as per norms of NIRDPR

### **General Conditions**

1. An application fee of Rs.300/- must be paid by General/OBC/EWS candidates through Pay Fee (SB Collect). No application fee is required for SC/ST/PWD candidates.
2. Candidate seeking exemption of application fee under SC/ST/PWD category shall be required to upload the necessary Caste/PWD category certificate. Otherwise, the application is liable to be rejected.
3. The candidates need to apply through online registration available on the website <http://career.nirdpr.in/>
4. The offered assignment is purely on contract basis and does not envisage any form of regular appointment at NIRDPR in future.
5. Preference in posting will be given to the candidates in their own State/Home State. The candidates who are not capable of conducting official tour very frequently with staying outdoors for moving from one place to another within the cluster of the assigned districts (up to 15 days a month), are not suitable for the assignment.
6. Higher pay may be granted to the deserving candidates.
7. Age, experience and qualification will be reckoned as on **17.08.2023**. Clear quality attested photostat copies of all important certificates and documents must be uploaded with the online application.
8. Candidates are advised to satisfy themselves before applying that they possess the minimum essential qualifications laid down in the Advertisement.
9. In case of large number of applications, the Institute may shortlist the candidates as may be necessary.
10. The Institute reserves the right to relax any of the requirements i.e. Age, Educational Qualification, Work Experience etc. in exceptional cases.
11. Selection of eligible candidates will be done through a fair competitive process. Canvassing in any form will be treated as a disqualification.
12. No correspondence or telephonic enquiry will be entertained as regards shortlisting, calling for interview, selection, engagement or posting.

13. Date, time and venue of Interviews shall be communicated to shortlisted candidates only.
14. Only the shortlisted candidates will be called for Interview as applicable and no TA / DA will be given for attending the Interview.
15. The prescribed qualifications and experience are minimum and the mere fact that a candidate possesses the same will not entitle him/her for being called for Interview.
16. In case of any inadvertence in the process of selection which may be detected at any stage even after the issue of engagement letter, the Institute reserves the right to modify/withdraw/cancel any communication made with the candidates.
17. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the Institute shall be final.
18. Candidates may regularly visit the website of NIRDPR for further information/updates, if any.
19. The number of vacancies is indicative, it may increase or decrease as per the requirement of the Institute.
20. Applications received after the due date and time will not be considered.
21. The final results will be communicated to the selected candidates only.
22. The last date for submission of online application is **17.08.2023**.
23. If any incumbent, after contractual engagement on successful completion of all the stages of the Recruitment process, submits resignation, she/he will have to serve a notice period of three months with fully satisfactory performance before release.
24. Candidates who have not been shortlisted have the option of representing within 2 days of display of shortlisted candidates on the website, failing which no further claim in this regard will be entertained.

Assistant Director  
Administration (Section-I)

**Annexure-1**

**No. of State-Wise Vacancies in the Positions of (a) Senior Capacity Building Consultant & State Quality Monitor and (b) Capacity Building Consultant & State Quality Monitor**

Sl. No.	Name of State/ Union Territory	Total No. of Districts *	No. of Vacancies in the Position of Senior Capacity Building Consultant & State Quality Monitor	No. of Vacancies in the Position of Capacity Building Consultant & State Quality Monitor	Remarks
(a)	(b)	(c)	(d)	(e)	(f)
1	Andhra Pradesh	26	1	5	
2	Arunachal Pradesh	25	1	4	
3	Assam	35	1	7	
4	Bihar	38	1	7	
5	Chhattisgarh	33	1	6	
6	Goa	2	0	1	Team Leader of Maharashtra will lead the Goa Team as well
7	Gujarat	33	1	6	
8	Haryana	22	1	4	
9	Himachal Pradesh	12	1	3	
10	Jharkhand	24	1	4	
11	Karnataka	31	1	4	
12	Kerala	14	1	2	
13	Madhya Pradesh	55	1	10	
14	Maharashtra	36	1	6	
15	Manipur	16	0	4	Team Leader of Meghalaya will lead the Manipur Team as well
16	Meghalaya	12	1	2	
17	Mizoram	11	0	3	Team Leader of Meghalaya will lead the Mizoram Team as well
18	Nagaland	16	1	3	
19	Odisha	30	1	5	
20	Punjab	23	1	4	
21	Rajasthan	33	1	6	
22	Sikkim	6	0	2	Team Leader of West Bengal will lead the Sikkim Team as well
23	Tamil Nadu	38	1	7	
24	Telangana	33	1	6	
25	Tripura	8	0	2	Team Leader of Assam will lead the Tripura Team as well
26	Uttar Pradesh	75	1	14	
27	Uttarakhand	13	1	2	
28	West Bengal	23	1	6	
29	Andaman and Nicobar	3	0	1	Team Leader of West Bengal will lead the Andaman Team as well
30	Dadra and Nagar Haveli and Daman & Diu	3	0	1	Team Leader of Gujarat will lead the Team DNH&DD as well
31	Jammu & Kashmir	20	1	4	
32	Ladakh	2	0	1	Team Leader of J&K will lead the Team Ladakh as well
33	Puducherry	4	0	1	Team Leader of Tamil Nadu will lead the Puducherry Team as well
<b>Total</b>		<b>755</b>	<b>24</b>	<b>143</b>	
<b>Reserve at NIRDPR and other locations for Need-specific deployment</b>				<b>5</b>	
<b>Grand Total</b>				<b>172</b>	

Note: The number of vacancies is indicative, it may increase or decrease as per the requirement of the Institute.