

Invitation of applications for appointment as Young Professionals and Consultant in the Department of Economic Affairs, Ministry of Finance.

The Department of Economic Affairs (DEA) proposes to engage Young Professionals and Consultant in various Divisions of DEA for attending to specific and time-bound jobs of this Department. Only persons with requisite qualification and experience as prescribed would be hired as Young Professionals and Consultant. Each applicant has to specify for which post & Division is he/she applying for. It is mandatory to provide email id. Any application received without email id shall be rejected. The only means of communication between the department and candidates shall be email. The application should be submitted as per Annexure-II only. The details of the advertisement are as follows:-

1. Qualification and Age Limit:

The Consultants are classified into two (2) Categories. The Qualification, age limit and remuneration for each of the category is given in the table below:-

Category	Qualification	Age
Young Professional (General / Financial)	Masters' degree in Economics/ Finance or MBA (Finance) or LLM.	Not exceeding 35 years
Consultant (General/ Financial)	Masters' Degree in Economics / Finance or MBA (Finance) or LLM with minimum three years' post – Qualification relevant Professional/academic/ research experience.	Not exceeding 50 years

In all the positions, persons with additional qualifications, research experience, published papers and post qualification experience in the relevant field would be preferred.

For the post of Consultant, research experience while doing PhD will also be counted as post qualification experience.

2. Division wise breakup:

Division wise breakup of vacant positions of Young Professionals and Consultants in the Department, alongwith a brief work profile for each of the vacancies may be seen at **Annexure-I**.

Candidates are required to indicate category of post they are applying (YPs or Consultant) as well as the Division for which they wish to be considered for.

3. Tenure of Appointment & Promotion:

- The Maximum continuous tenure of a Consultant would be 3 years (1+1+1) (subject to performance and presence of the professional in the division concerned being highly useful). However, a Young Professional if selected as Consultant can work for further 3 years, subject to a maximum period of 4 years in both positions together.

4. Other Entitlements / Conditions:

4.1. Remuneration:

Remuneration for Consultants and Young Professionals shall be as follows:

- Young Professional Rs. 40,000/- p.m.
- Consultant Rs. 80,000/- p.m.

4.2. Increment:

Consultants and Young Professionals shall be entitled to annual increase in their remuneration as follows:

- Young Professional Rs. 4,000/-
- Consultant Rs. 6,000/-

5. TA/DA:

- No TA/DA shall be admissible for joining the assignment or on its completion.
- No TA/DA shall be payable for attending the interviews

6. Other Allowances:

No other facilities such as DA, accommodation, residential phone/ conveyance/ transport, foreign travel, personal staff, medical reimbursement, CGHS etc. would be admissible to the Young Professionals and Consultants.

7. Attendance & Working days:

- The working hours of the professionals shall be same as regular Government employees working in DEA. No extra remuneration shall be allowed for working beyond office hours or on Saturdays/ Sundays/ Gazetted holidays. Compensatory leave in such cases shall be at the discretion of the JS of the concerned division.
- The attendance shall be marked in the Biometric system by the YPs and Consultants.

8. Leave:

- Consultants shall be eligible for 8 days leave in a single year of consultancy.
- The leaves shall accrue to them on completed month basis calculated from their date of joining on pro-rata basis.
- An YP/Consultant shall not draw any remuneration in case of his/her absence beyond 8 days in a year (Calculated on pro-rata basis).
- Un-availed leave in tenure of single year cannot be carried forward to next tenure of 1 year.
- The intervening Saturdays, Sundays or Gazetted holidays during a spell of leave shall not be counted against the 8 leaves.

9. Service Condition:

- The Consultant/YP shall not, except with the previous sanction of Department of Economic Affairs, in the *bona fide* discharge of his duties, publish a book or a compilation of articles or participate in a radio broadcast or representing any private entity in legal or commercial matters or contribute an article or write a letter to any newspaper or periodical, either in his own name or anonymously or pseudonymous in the name of any other person, if such book, article, broadcast, uses any information that he may gather as part of this Consultancy/YP assignment.

10. Confidentiality and Secrecy:

- During the period of assignment with Department of Economic Affairs, the Consultant would be subject to the provisions of the Indian Official Secret Act, 1923 and will not divulge any information gathered by him during the period of his assignment to anyone who is not authorized to know the same.
- Selected candidates shall provide integrity certificates from 2 references known to them.
- A self-undertaking shall be provided by the candidate to the effect that he/she has no criminal record or criminal case in any court is pending against them.

11. Termination of Services and requirement of notice:

- In case a professional wishes to resign from his/her position, he/she shall furnish at least one month's notice period or salary in lieu thereof. Secretary (EA) may waive off the condition for notice period/salary in lieu thereof, in deserving cases.
- DEA shall have powers to terminate any or all the professionals at any time without assigning any reason, with the approval of the Secretary (EA).
- Absence from duty for a continuous period of 8 days, without any information or any valid reason shall lead to automatic termination of contractual engagement.

12. Submission of application:

The application shall have to be submitted indicating the post and Division for which the candidate wishes to apply. The application should be submitted in the format given in **Annexure-II** and reach by email **recruitment-dea@gov.in** on or before **15.10.2018**. The candidates who had applied in response to this Department's advertisement dated 19.07.2018 need not apply again and their applications already submitted shall be considered while shortlisting candidates in response to current advertisement.

(Ipsita Mitra)

Under Secretary to the Government of India

Annexure-I**Young Professionals:**

Division	Vacancy	Economic/ Finance, Law	Description of Work
Investment	2	Law	To analyses the text of the Bilateral Investment Treaty (BIT) between India and other countries with whom India is and will be engaged for a new agreement, prepare DEA's position with IMGs for handling investment related disputes in arising out on BIPA/BIT etc.
		Law	Processing FDI proposals for periodical review meetings and FDI policy related matters.
FM & CD	4	Economic/ Finance	Analysis of data of FPI, Masala Bonds, External Debts etc.
		Economic/ Finance	Research support for FEMA, analysis of BRICS & G20 matters on Financial Market and External Markets
		Economic/ Finance	Monthly compilation and analysis of External Commercial Borrowings and Rupee Denominated Bonds Data, major policy parameters of ECB etc.
		Economic/ Finance	Research and analysis of changes proposed by regulators such as RBI and SEBI, FEMS regulations incorporating the market stakeholder etc.
Budget	1	Economic/ Finance	Helping and assisting to DS/Directors in Budget preparing, compilation, making power point presentations and work of statistical analysis of different types of Budget data.
FSDC	1	Economic/ Finance	Financial Stability Board (FSB) and Cyber Security related work.
Total	8		

Consultants:

Division	Vacancy	Economic/ Finance, Law	Description of Work
Investment	1	Law	Providing inputs for Investment Arbitration cases / Investor State Dispute Settlement (ISDS) cases / Bilateral Investment Treaties.
O/o CEA	2	Economic/ Finance	To assist the Chief Economic Advisor in DEA
C&C	1	Law	Legal Matters/related issues and Court cases relates to Coins & Currency Division
Economic (CCFU)	1	Economic/ Finance	Work relating to UNFCCC, PAWP, G20 issues related to climate change and analytical work on resource efficiency specially on Economic instrument, Climate resilient infrastructure etc.
O/o Sec.(EA)	1	Economic/ Finance	To attend the work assigned by Secretary(EA)
	6		

Annexure-II

The persons who fulfill the eligibility conditions after going through the details of scope of work and terms and conditions and other details may apply in the prescribed format as given below:-

1. Post for which applying :-

2. Division for which applying:

3. Format for Application

(i) Name:

(ii) Date of Birth:

(iii) Address for correspondence:

(iv) Contact No.: Landline_____ Mobile:_____

Email:_____ (it is mandatory to provide email id)

(v) Academic Qualification (In reverse order, starting from the latest):

S.No.	Degree	Year	Subjects	University/ Institute	Class/ Division	distinction (if any)

**Attach Separate copy if required.*

(vi) Professional Qualification (In reverse order, starting from the latest):

S.No.	Degree	Year	Subjects	University/ Institute	Class/ Division	distinction (if any)

**Attach Separate copy if required.*

(vii) List of relevant technical and academic publications:

(viii) Relevant experience:

- No. of total years of experience and name of organisations.
- Year-wise tasks of similar nature carried out during last three years.
- Relevant experience of working for national bodies.
- Relevant experience of working for international bodies.
- Works of similar nature in hand and the expected date of completion

(ix) A short note on your suitability for the post.

Recent self attested photograph

Name & Signature of the applicant

Date:.....

Place:.....