

No. A-46011/1/2008-Estt.
Government of India
Ministry of Petroleum & Natural Gas

Shastri Bhawan. New Delhi-110001
Dated 1st April, 2010

Subject:- Engagement of Consultant.

The Ministry of Petroleum & Natural Gas proposes to engage a Young Professional /Consultant initially for a period of one year extendable up to two years, not exceeding the age of 62 years, who has following essential qualifications and for performing functions mentioned below in the Economics and Statistics Division of the Ministry:-

1. **Essential Qualifications:**

- a] Consultant having at least Masters Degree in Economics and minimum experience of 2-3 years in requisite field.
- b] In case of retired Govt. employees with [i] Grade Pay of Rs. 4600/- and above, before their retirement & [ii] at least 2 years experience of economic research and investigation.

2. **Desirable:**

- a] Capable of data analysis and with ability to generate a well researched and written report/note etc.
- b] Experience in connection, compilation and analysis of data.
- c] Expertise in statistical analysis, sound knowledge of computer applications and adept in use MS Word & Excel.
- d] Candidates having additional qualifications and knowledge in international trade agreements and research experience would be preferred.

3. **Functions/Duties:**

- a] Monitoring and analysis of production, consumption, prices, trade and tariff structure of petroleum products and natural gas.
- b] Commitments under various WTO agreements and other multilateral fora in the petroleum & gas sector.
- c] FDI policy in petroleum and gas sector.

4. **Duration:** Candidate selected will be appointed on contract basis for an initial period of one year. This term can be extended upto maximum two years depending on the performance of the candidate/need of the Ministry of Petroleum and Natural Gas. However, the maximum duration of the contract will not be extended beyond two years.

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5. **Age Limit:** The maximum age limit for Consultant /Young Professionals shall be 62 years.
6. **Remuneration for Young Professional/Consultant:** The Consolidated fee/remuneration shall be Rs. 25,000/- per month.
7. **For Retired Govt. Servants:** The Consolidated fee/remuneration shall be restricted to the difference between last basic pay [as per VIth Central Pay Commission] drawn by the retired officer and basic pension [as per VIth Central Pay Commission] plus dearness allowance at the rate applicable to the Central Government Servants thereon [in case of those who have been retired before implementation of [as per VIth Central Pay Commission] their last pay drawn in the pre-revised pay scales may be multiplied by the factor 1.86 and then rounded off to next rupee ten and added with the appropriate grade pay to convert the pre-revised pay to the revised basic pay from which basic pension as per VIth Central Pay Commission shall be deducted to restricts the remuneration payable to him]
8. The Consultant/Young Professional shall not be eligible to any other allowance or benefit.
9. The Consultant shall be selected on the basic of their suitability in accordance with their qualifications and experience.
10. The appointment of Consultant can be terminated by either of the party with prior notice of 30 days.
11. Place of posting of the Consultant shall be in the offices of Ministry of Petroleum & Natural Gas, located in Delhi.
12. Interested candidates may apply in the proforma enclosed and submit the same alongwith the documents in support of essential and desirable qualifications and experience to the Under Secretary [Admn.], Ministry of Petroleum and Natural Gas, Room No. 216-A, Shastri Bhawan, New Delhi-110001 within one month from the date of publication of advertisement in the Newspaper.

[Arunoday Goswami]
Under Secretary [Admn.]

PROFORMA

**APPLICATION FOR APPOINTMENT AS CONSULTANT IN THE
MINISTRY OF PETROLEUM & NATURAL GAS**

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1. Name of the Applicant:
[In capital letters]
2. Date of Birth:
3. Father's Name:
4. Nationality:
5. Mailing Address [with Tel./Mobile No. and e-mail]
6. Permanent Address:
7. Educational Qualification:

| S. No. | Degree/ Diploma | Year of passing | Division/ Class | University/ Institute | Subject |
|--------|-----------------|-----------------|-----------------|-----------------------|---------|
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8. Work Experience:

| S. No. | Organization/Institute | Post held | Period from to | Nature of work |
|--------|------------------------|-----------|----------------|----------------|
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9. In case of retired Servant: [i] Post[s] held during last ten years:
[ii] Last Basic Pay including Grade Pay [if any]:
[iii] Rate of Dearness Allowance and type of DA:
[iv] Pension fixed;

10. Details of enclosure:

Date ;

Place :

[Signature]