



EdCIL (India) Limited
SARVA SHIKSHA ABHIYAN
 (TECHNICAL SUPPORT GROUP)



SARVA SHIKSHA ABHIYAN (SSA) is a National Programme of the Government of India and State Governments for universalisation of elementary education. Details of SSA Programme are available on website: www.ssa.nic.in

The services of various categories of Consultants are required on contract basis for the implementation of SSA initially for a period of one year for TSG-SSA office located at New Delhi. The details are as under:-

Sl. No	Area / Discipline and name of the position	Minimum qualification	Nature of experience
1.	Financial Management Chief Consultant 01 Post Consultant 01 Post	Post-graduate degree in Accounting / Business Administration / Economics or ICWA / CA / from recognized university	10 years post qualification relevant professional experience for Chief Consultant and 02 post qualification relevant professional experience for Consultant in the commercial sector, or equivalent experience in any of the organised Central Government accounts services. Practical knowledge and experience of computerised accounting and auditing techniques / software. Strong interpersonal, communication (oral and written), presentation, negotiation, and project management skills are required.

GENERAL INFORMATION

- Only Indian Nationals are eligible to apply.
- The envelope should be superscripted with the name of position applied in Block Letters.
- The work of consultants involves providing relevant technical support and assistance at National and State Levels with extensive travel, documentation and presentation of information.
- SC/ST/OBC/PH Candidates should enclose attested photocopy of the caste certificate issued by the competent authority.
- Candidates working in Government organizations/PSE must route their application through proper channel if their departmental rules requires so and produce NOC at the time of interview.

6. Excellent skills in oral and written communication/expression and proficiency in computer operations for applicants is absolutely essential for all the posts.
7. The age limits for consultants shall not be more than 65 years as on 01.10.2013. However, this age limit may be relaxed, for a period not exceeding 03 years, for applicants possessing outstanding achievements.
8. Experience may be relaxed exceptional cases in case of candidates otherwise found possessing adequate work experience in the related fields/disciplines.
9. Appointment of the Consultant will be for a period of one year and will be purely on contract basis. However, contract may be renewed as per requirement.
10. Merely fulfilling eligibility criteria will not confer any right upon the candidate to be called for interview.
11. Candidates desiring to apply for more than 01 Post are advised to send separate application for each post in separate envelopes with name of the post superscribed thereon otherwise application will be rejected.
12. Applications not received as per prescribed format, incomplete, unsigned, without attested copies of testimonial and received after the due date will be summarily rejected.
13. The range of remuneration for various categories of posts of Consultants is given below:
 - (a) Chief Consultant - Rs. 60,000/- to 90,000/- per month
 - (b) Consultant - Rs. 40,000/- to 60,000/- per month
14. The above ranges of the consultancy fee / remuneration are on consolidated basis and are inclusive of all allowances, etc.
15. The remuneration to be offered for these posts will be within the given range, commensurate with the qualification, experience and overall performance in the interview of an individual candidate.
16. Mode of selection will be through Interview to be held at New Delhi.

Application as per attached format along with attested copies of testimonials and one photograph should reach latest by **26.11.2013** to “**Project Manager (SSA), EdCIL (India) Limited, EdCIL House, 18-A, Sector 16-A, (Film City) Noida – 201301**”.

EdCIL (India) Limited
 (A Government of India Enterprise)
Application Format

*Paste Recent
 Self- attested
 photograph*

POST APPLIED FOR

1. Name of Applicant :
2. Father's Name :
3. Date of Birth :
4. Category (SC/ST/OBC/Others) :
 (Attach copy of Certificate)

5. Correspondence Address	6. Permanent Address
Pin Code :	Pin Code :

7. Nationality	8. Mobile/Telephone No.	9. E-mail address

10. Particulars of Examination Passed – 10th onwards (separate sheet may be attached, if required)

Exam Passed	Year of Passing	Board/University	Subjects	Percentage

Contd.....2

11. Details of Experience - Starting with the Present Post *(separate sheet may be attached, if required)*

Post held	Name of Organization	Period		Pay/Scale of Pay (Rs.)	Service in Years	Nature of duties
		From	To			
Total Experience						Years..... Months.....
Total Post Qualification Experience						Years..... Months.....

12. If selected, what notice period you require :
before joining
.....
13. Have you ever been found guilty for any :
offence under law in the past, if yes, please
provide full information
14. Name & Address of two References holding :
responsible/ intimately acquainted with
applicants character and work but must not
be a relative
15. In case you have any relative working in this :
Organisation, please give full details
16. Any other information, if any :
.....

Declaration

I certify that the information given above is true, complete and correct to the best of my knowledge and belief.

Date:

Name:

Signature:

