



**NORTH EASTERN REGIONAL INSTITUTE OF
WATER AND LAND MANAGEMENT**

(An Institute under department of Water Resources, River Development and Ganga Rejuvenation
Ministry of Jal Shakti, , Govt. of India)
(Registered under the Societies Registration Act, 1860)

No. NRWM/ADM/Contractual Engagement/394/2018-19 / 584

Dated: 12.05.2023

OFFICE MEMORANDUM

Sub: Filling up the post of "Consultant (Social Science) in North Eastern Regional Institute of Water and Land Management (NERIWALM), Tezpur, Assam

North Eastern Regional Institute of Water and Land Management (NERIWALM), Tezpur, Assam is a premier organization under Department of Water Resources, Ministry of Jal Shakti, River Development and Ganga Rejuvenation, Govt. of India conducting Multi- Disciplinary activities starting from different aspects of Water Resource Management, Irrigation Management, Agriculture and Horticulture, Soil & water conservations etc., NERIWALM propose to fill up the following vacancy:

Eligibility: Interested candidates, who are citizens of India and fulfil the eligibility criteria (educational qualification & experience) given below may apply.

Qualifications and Experience

1. Consultant (Social Science)= 01 post

Essential :

- Master Degree in Sociology, Social Works, Statistics, Geography with consistently good academic record and minimum 55% marks throughout with Ph.D and good published works.
- 10 years experience at the level of Assistant Professor or equivalent post.

Desirable :

- Experience on course curriculum preparation, conducting training, conducting scientific studies, R&D works and consultancy services in the field of water and land management.
- Retired Govt. Servants **with Level-12** in the pay matrix and above and having experience of 5 years in Water and Land Management with maximum Age limit of 64 years, would also be eligible for the position, in respect of projects, schemes and programmes.
- The professional should have strong written and communication skill, power point presentation and deliberation of lectures, working knowledge of computers and common software packages, proficiency in compilation, editing and reviewing of scientific reports in English language.

2. Duration of Hiring: The appointment of Consultants would be on Full-time basis and would not be permitted to take up any other assignment during the period of hiring with NERIWALM. All extant provisions/instructions of NERIWALM etc. shall be strictly followed and the hiring shall be temporary in nature.

The terms of engagement shall be initially for one year **or** filling up of position by regular appointment **or** attainment of 65 years of age (for consultants) whichever earlier. Director, NERIWALM may extend the term by another year on same terms & conditions, in case the vacancies are not filled in the interim, which will be based on requirement of NERIWALM, performance of Consultant and health fitness of consultant concerned.

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3. Remuneration: Rs. 1,00,000.00 pm (Fixed), however for retired person remuneration will be as per O.M. No. F.No.3-25/2020-E.III(A), Government of India, Ministry of Finance, Department of Expenditure dated 09th December, 2020.

4. Allowance

4.1 House Rent Allowance : No HRA shall be admissible

4.2 Transport Allowance : An appropriate and fixed amount as Transport Allowance for the purpose of commuting between residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the term of appointment.

4.3 No increment and Dearness Allowance shall be allowed during the term of contract.

4.4 Selected Consultant will submit the last pay certificate at time of Joining the assignment.

5. Tax Deduction at Source (TDS): TDS as admissible shall be deducted from the monthly remuneration of Consultants.

6. TA/DA TO BE PAID TO THE CONSULTANTS:

(a) Entitlement of TA/ DA of Consultants will be treated as equivalent to Level-11 officers of NERIWALM. The entitlements for travel on tour have to be based on the 7thCPC rates only. Director, NERIWALM, will be the approving authority.

7. CERTIFICATE OF PROFESSIONAL SERVICES:

Experience Certificates will be issued to Consultants, on satisfactory completion of their tenure and on submission of their Performance Report/Paper and its assessment in NERIWALM.

8. DECLARATION OF SECRECY:

All professionals hired will be required to furnish oath of secrecy in prescribed format at the time of reporting for the hiring. The professionals may not, except with the previous sanction of NERIWALM in the discharge of his/her duties, publish a book ora compilation of articles or participate in a radio broadcast / TV telecast / any other media or contribute an article or write a letter to any newspaper or periodical or any other media, either in his/her own name or anonymously or pseudonymous in the name of any other person, if such book, article, broadcast uses any information that he/ she may gather as part of this consultancy, without the prior approval of NERIWALM. During the period of his / her assignment with NERIWALM, the professional would be subject to the provisions of the Indian Official Secret Act, 1923 and will not divulge any information gathered by him/ her during the period of assignment to anyone who is not authorized to know/ have the same. The professional hired by the NERIWALM shall in no case represent or give opinion or advice to others in any manner which is adverse to the interest of NERIWALM.

9. TERMINATION OF ENGAGEMENT:

NERIWALM reserves the right to cancel the appointment of consultant at any time, without providing any reason whatsoever. However, in the normal course, it will provide one month's notice. The professional can also seek for termination of the Contract upon giving one month's notice to NERIWALM.

10. LEAVE

Consultant shall be entitled to Casual Leave of 8(Eight) days in a Calendar Year on pro-rata basis. Absence beyond eight days will result in Leave Without Pay (LWP) i.e. deduction from the monthly consolidated remuneration on pro-rata basis. Such as absence on LWP may be permitted by the Controlling Officer.



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11. ATTENDANCE AND OFFICE HOURS

Consultants shall be required to mark their attendance on the Aadhar Enabled Biometric Attendance System and will also be required to maintain their presence during normal office hours. In exigency of service, attending to office work may be required beyond office hours and on holidays, for which no additional remuneration shall be paid.

12. After selection of suitable candidate(s) for appointment as Consultant, an offer letter shall be issued to successful candidates indicating the terms and conditions of engagement.
13. No Consultant shall be allowed to join without submitting an undertaking towards acceptance of the terms and conditions as mentioned in the offer letter.
14. The candidates called for interview will be required to produce original certificates in support of fulfilling the eligibility criteria in respect of educational qualification, experience etc. during the interview and at the time of joining.
15. No TA/DA will be provided to the candidates for attending the interview.

16 LOGISTICS AND SUPPORT

The Consultants attached to the NERIWALM, would be provided with working space and other necessities as deemed fit by NERIWALM.

17. AGE-LIMIT

Maximum age limit for appointment of consultants shall be 64 years as on closing date of advertisement.

18. REVIEW OF GUIDELINES

These guidelines may be reviewed as and when the circumstances so warrant.

19. The authority can assign other related responsibilities when deem necessary

20. RIGHT OF NERIWALM

NERIWALM has the right to cancel the advertisement and not go for engagement of Consultant, at any stage. It may accept or reject any or all applications without giving any reason thereof, whatsoever.



(Ch. Victoria Devi)
Deputy Director (Admin)



**North Eastern Regional Institute of Water and Land Management (NERIWALM),
Dolabari, P.O: Kaliabhomora, Tezpur – 784027 (Assam)**

(A Registered Society registered under Societies Registration Act, 1860 and under administrative control of Department of Water Resources, Ministry of Jal Shakti, , River Development & Ganga Rejuvenation, Govt. of India)

Applications are invited for contractual engagement for **Consultant (Social Science)** from eligible candidate in prescribed format along with all necessary documents and testimonials may be submitted to “The Director, NERIWALM, Dolabari, P.O: Kaliabhomora, Tezpur- 784027, Assam through registered post/speed post **on or before 12.06.2023**. Details regarding application format, qualification etc. may be found in website www.neriwalm.gov.in.

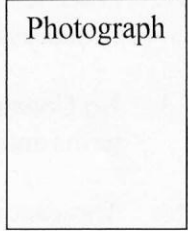
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12/5/23

Deputy Director (Admin)
NERIWALM



BIO-DATA/CURRICULUM VITAE PROFORMA

- 1. Name of the post applied for :
- 2. Name (in block letters) :
- 3. Father's Name :
- 4. Address :
- 5. Phone/Mobile No/Email Id. :
- 6. Date of Birth (in Christian era) :



- 7. Educational Qualification :

Degree/Examination	College & University	Year of passing	Class/div. & % of marks/grade	Subject/discipline/specialization

- 8. Other Qualification :

9. Whether Educational and other qualifications required for the post are satisfied. (If any qualifications has been treated as equivalent to the one prescribed in the Rules, state the authority for the same):

10. Qualifications/Experience required as mentioned in the advertisement/vacancy circular	Qualifications/Experience possessed by the officer
Essential	Essential
A) Qualification	
B) Experience	
Desirable	Desirable
A) Qualification	
B) Experience	

11. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post

12. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/Institute	Post held on regulars basis	From	To	Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in details) highlighting experience required for the post applied for

13. Achievements: The candidates are requested to indicate information with regard to:

- a) Research publications and reports and special projects :
 - b) Awards/Scholarships/Official Application :
 - c) Affiliation with the professional bodies/ institutions/societies and :
 - d) Patents registered in own name or achieved for the organization :
 - e) Any research/innovative measure involving official recognition :
 - f) Any other information :
- (Note : enclose a separate sheet if the space is insufficient)

The above-mentioned information is true to the best of my knowledge and belief.

Date :
Place :

(Signature of the candidate)