

## STATE PROJECT IMPLEMENTATION UNIT – (SPIU)

(A unit of NPIU, Ministry of Human Resource Development, Government of India for Implementation of World Bank Assisted Projects in Technical Education)

**Camp Office at: 4th Floor, D-Block, Jawaharlal Nehru Govt. Engg. College (JNGEC), Sundernagar (H.P.) – 175 018**

Advt. No.: SPIU/HP/2018/01

Dated: 25.06.2018

### APPOINTMENT

Applications are invited from Indian citizens for the post of **State Project Administrator (SPA)** below **65 years** of age and **Nodal Officer/Consultant (Academic)** below **50 years** of age for **State Project Implementation Unit (SPIU), Himachal Pradesh** on **contract/deputation** basis under TEQIP-III project of MHRD, GoI. The last date of receiving applications is on or before **06.07.2018 (5 PM)**.

The essential qualification, experience and other terms & conditions required for applying the above posts are available on the websites of **NPIU, New Delhi, Govt. of HP and DTE Sundernagar** at [npiu.nic.in](http://npiu.nic.in) / [himachal.nic.in](http://himachal.nic.in) / [himachal.nic.in/index.php?dpt\\_id=2&lang=1](http://himachal.nic.in/index.php?dpt_id=2&lang=1)

**SPIU, HIMACHAL PRADESH**

## STATE PROJECT IMPLEMENTATION UNIT – (SPIU)

(A unit of NPIU, Ministry of Human Resource Development, Government of India for Implementation of World Bank Assisted Projects in Technical Education)

**Camp Office at: 4<sup>th</sup> Floor, D-Block, Jawaharlal Nehru Govt. Engg. College (JNGEC), Sundernagar (H.P.) – 175 018**

### **REQUIRES STATE PROJECT ADMINISTRATOR (SPA) AND NODAL OFFICER/ CONSULTANT (ACADEMIC) FOR THE STATE OF HIMACHAL PRADESH ON CONTRACT / DEPUTATION BASIS**

Applications are invited from Indian Citizens only for the post of **State Project Administrator (SPA) and Nodal Officer/ Consultant (Academic)** for State Project Implementation Unit (SPIU), Himachal Pradesh under Technical Education Quality Improvement Program (TEQIP-III) of MHRD, GoI on contract/deputation basis as per the details mentioned below:

#### **1. STATE PROJECT ADMINISTRATOR (SPA): 01 No.**

##### **Essentials Qualification:**

Member of All India Services/State Civil Services with not less than 10 years of services. Preference will be given to those who have worked with Department of Education.

OR

Director/Principal/Professor/Registrar of National/State University/Institutions with minimum of 10 year of service of which at least 02 years in the prescribed cadre.

##### **Desirable:**

Good academic background and high quality experience in one or more aspect of Technical Education such as teaching, training, planning, implementation, co-ordination and management etc. including administrative experience.

##### **Age criteria:**

Should not exceed **65 years** as on last date of the advertisement.

##### **Mode of Engagement:**

**A. On deputation** basis, would receive pay in parent organization

OR

In the proposed scale Rs.43200-3%-66000 (IDA) plus DA and other allowances as admissible.

##### **Criteria under Deputation:**

- (a) Officers should be under the Central/ State Govt./ Union Territories/ Universities/ recognized Research Institutes/ PSU's/ Autonomous Body/ Semi Govt. or statutory Organizations.
- (b) (b)Holding analogous posts on regular basis in the parent cadre/ Department OR at least served 02 years in Rs. 36600-62000 (IDA Scale) or equivalent.

**B. On Contract** basis, the consolidated fee/ remuneration shall be between Rs.1830467/- to Rs 2796529/- per annum.

## **2. NODAL OFFICER/ CONSULTANT (ACADEMIC): 01 No.**

### **Essentials Qualification:**

Ph.D. in Engineering/Technology with minimum experience of 05 years' in teaching/ research/ training/ planning in Central Govt./State Government University/Institutions of Higher Education, Autonomous Bodies and Public Sector Undertaking ,

**OR**

Master's Degree in Engineering /Technology with minimum of 08 years' experience in teaching/research/training/planning in Central Govt./State Government, University/ Institutions of Higher Education, Autonomous Bodies and Public Sector Undertaking

### **Desirable:**

A minimum of five years of experience in handling the projects of national/state level preferably in education sector as an academic expert.

### **Age criteria:**

Should not exceed **50 years** as on last date of the advertisement

### **Mode of engagement:**

On contractual basis for a project period (subject to review of performance on annual basis).

### **Consolidated fee/ pay range:**

From Rs.75200-140900/- per month

### **Important Information:**

1. The duties and responsibility of each of the post and general conditions of the appointment are given hereafter.
2. For all posts, the Appointment Letter would be issued by EdCIL India Ltd. (a PSU of MHRD, GoI). For more details about TEQIP-III and EdCIL, you may please visit **[www.npiu.nic.in](http://www.npiu.nic.in)** and **[www.edcilindia.co.in](http://www.edcilindia.co.in)**
3. Place of work shall be at Camp Office: **State Project Implementation Unit (SPIU), 4<sup>th</sup> Floor, D-Block, Jawaharlal Nehru Govt. Engg. College (JNGEC), Sundernagar (H.P.) – 175 018**
4. The eligible and interested candidate are advised to submit scanned copy of their detailed BIO -DATA and supporting documents by mail at **[spiuhp@gmail.com](mailto:spiu.hp@gmail.com)** latest by **6<sup>th</sup> July, 2018**. The subject of E-mail should be “Application for the post of \_\_\_\_\_”.
5. The hard copy of the Application Form/CV complete in all respect be sent to **State Project Implementation Unit (SPIU), 4<sup>th</sup> Floor, D-Block, Jawaharlal Nehru Govt. Engg. College (JNGEC), Sundernagar (H.P.) – 175 018** and must reach the office on or before **6<sup>th</sup> July, 2018 (5.00 PM)** along with attested copies of all requisite and relevant documents. Please superscribe on envelop “Application for the post of \_\_\_\_\_”.
6. Applications of the candidates in service will be considered only if it is received through proper channel or else they are required to produce the No Objection Certificate at the time of interview/interaction. However, such candidates may send advance copy of their application directly within prescribed time limit. Incomplete applications as well as soft and hard copies of applications received after above deadlines will be summarily rejected.
7. For any query/clarification, you may prefer to contact the concerned Nodal Officer of SPIU, HP at Sundernagar on Mobile No. 94186-66915 / 94185-11915.

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## **Duties & Responsibility for the post of State Project Administrator (SPA):**

<b>Sr. No.</b>	<b>Post Name</b>	<b>Duties &amp; Responsibility</b>
1.	<b>State Project Administrator (SPA)</b>	<p>I) Will assist, co-ordinate &amp; work with SSC &amp; State Technical Department seeking guidance as necessary and providing regular updates to the concerned Authorities for effective Implementation of the Project.</p> <p>II) He/ She is the head of the team comprising Nodal Officers/Consultants engaged for implementation of Project as per its design given in PIP.</p> <p>III) To organize State Level Meeting State Selection Committee or else.</p> <p>IV) Review Funding requirements from Institutions &amp; ATUs &amp; monitor fund utilization</p> <p>V) Review eligibility proposals from Institutes &amp; prepare reports on the same for consideration of the SSC.</p> <p>VI) Provide guidance and arrange technical assistance to Institutions for carrying out realistic and meaningful training needs analysis to achieve their desired goals.</p> <p>VII) To facilitate Mentoring through Mentors in the State and Centrally Funded institutions in TEQIP.</p> <p>VIII) Performance Audit of Centrally funded institutions and state institutions. To ensure mentoring of institutions through mentors and subject experts.</p> <p>IX) To provide guidance to the states/UT Institutions and Centrally Funded Institutions on Procurement issues.</p> <p>X) To Organize exhibitions /workshop/training conferences</p> <p>XI) To help in Scrutinizing Bid Documents/Evaluation reports prepared by the institutions.</p> <p>XII) To advice and guide consultants on procurement issues</p> <p>XIII) To prepare review reports for JRMs and Monthly review of world Bank</p> <p>XIV) To arrange research student's/review reports, performance audit</p> <p>XV) All supervisory work of SPIU including budget, finance, administration post work</p> <p>XVI) Any other tasks assigned by NPIU/MHRD</p>

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**Duties & Responsibility for the post of Nodal Officer/  
Consultant (Academic/ Institutional Development Unit):**

Sr. No.	Post Name	Duties & Responsibility
1.	<b>Nodal Officer/ Consultant</b> (Academic/ Institutional Development Unit)	<p>I. Consultant would work in close association with SPA. Consultant will coordinate the work of State institutions &amp; institutions/agencies of the Project.</p> <p>II. To organize training workshops, review funding requirements &amp; monitor fund utilization of institutions as well as of ATUs etc</p> <p>III. Review eligibility proposal received from the institutes &amp; submit a report on the same</p> <p>IV. Identifying key areas &amp; conducting training workshops on the same.</p> <p>V. To do a keen analysis on effective implementation of the project &amp; to keep a visionary look on the same.</p> <p>VI. Organize pedagogical trainings</p> <p>VII. Monitor progress in faculty &amp; staff development for each institution.</p> <p>VIII. All Supervisory work of Consultants particularly of academic division.</p> <p>IX. Accompanying World Bank/NPIU officials in various appraisal missions of the project</p> <p>X. Supervising the work of drafting of various appraisal reports</p> <p>XI. Planning and consolidation of staff development programme as designed in PIP</p> <p>XII. Liaison with relevant industries for developing academic linkages</p> <p>XIII. Analyzing performance audit reports and providing proper feedback to the institutions for improvement/innovations etc. Prepare national level performance audit report and present the outcome during state review meetings.</p> <p>XIV. Ensuring implementation of reforms as given in PIP.</p> <p>XV. Monitoring compliance of MOU conditions.</p> <p>XVI. Assessing periodical progress on implementation of Project components.</p> <p>XVII. Any other tasks assigned by /NPIU</p>

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## **GENERAL CONDITIONS**

1. The candidates are advised to have a valid e-mail ID and Mobile No. on which all the communication shall be forwarded to them.
2. Only Indian Nationals are eligible to apply for the said positions.
3. Candidates are advised to mention detailed information in their CV/Bio-Data and must possess latest photo graph, personal particulars, correspondence and permanent address, academic qualifications (starting from High School onwards) along with percentage of Marks /CGPI, Name of Institute/Board/University, detail about present and past job/post held, pay scales, past employers, nature of job and experience, etc.
4. The candidates are further required to submit the scanned copies of their detailed CV along with scanned copy of all educational/experience/appointment letter etc. at **[spiu.hp@gmail.com](mailto:spiu.hp@gmail.com)** in order to support their claims for the said post
5. The hard copy of the Application Form/CV complete in all respect be sent to **State Project Implementation Unit (SPIU), 4<sup>th</sup> Floor, D-Block, Jawaharlal Nehru Govt. Engg. College (JNGEC), Sundernagar (H.P.) – 175 018** and must reach the office on or before **6<sup>th</sup> July, 2018 (5.00 PM)** along with attested copies of all requisite and relevant documents. Please superscribe on envelop “Application for the post of \_\_\_\_\_.
6. Eligible and short-listed candidates could be called for an interaction/interview to confirm their eligibility for the said post. Recommendation of eligible candidates would be sent to **EdCIL (a PSU of MHRD, GoI)** for further selection process. No TA/DA would be paid for the interaction/interview.
7. At the time of interview, candidates are required to present themselves with all original documents, other credentials, NOC (if applicable) and one set of photocopies of all documents for verification.
8. All deputation rules would apply to candidates selected on deputation basis.
9. It is to be clearly noted that the above appointment is purely on contractual/deputation basis. The engagement does not confer any claim on the candidate to seek any other temporary/permanent employment with EdCIL /MHRD.
10. EdCIL based on the MHRD’s feedback reserves the right to discontinue the contractual engagement with one month’s prior notice.
11. The advertisement can be withdrawn at any time by the issuing authority without any prior notice and no claims would be accepted for the same.
12. No fee has to be paid while applying for the post against this advertisement.
13. For further updates and information, the applicants are advised to regularly visit any of the website of **NPIU, New Delhi, Govt. of Himachal Pradesh and Directorate of Technical Education Vocational & Industrial Training, Sundernagar** on the following url:  
**[www.npiu.nic.in](http://www.npiu.nic.in),**  
**<http://himachal.nic.in>,**  
**[http://himachal.nic.in/index.php?dpt\\_id=2&lang=1](http://himachal.nic.in/index.php?dpt_id=2&lang=1)**

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