



Government of West Bengal
Home and Hill Affairs Department
'NABANNA'
Shibpur: Howrah-711102

No. 282-GE/N/1E-144/19 (Part II)

Dated, 20th July, 2020

**NOTICE OF CONTRACTUAL ENGAGEMENT OF
CONSULTANTS AND JUNIOR CONSULTANTS**

Applications on plain paper are invited from the eligible candidates for Contractual Consultants and Contractual Junior Consultants for engagement in the Public Grievance Redressal Cell of the Government of West Bengal initially for a term of two years, subject to possible renewal of contract based on performance appraisal and also subject to early termination of engagement on one month's prior notice on specified grounds.

The details including eligibility/ remuneration/ tenure etc. are given below:

i) Name of the Assignment: Contractual Consultant

- (1) **Engaging Authority** : State Government in the Home and Hill Affairs Department
- (2) **Number** : 02 (Two)
- (3) **Age** : Maximum 36 years as on 1st January of the year of advertisement
- (4) **Qualification** : Master Degree or an MBA/MPA/MPP from an institution of repute
- (5) **Desirable work place competencies** : The candidate should be able to (a) work with utmost professionalism and integrity; (b) display a commitment and passion for public service ; (c) take ownership and be self-motivated ; (d) work independently with minimal supervision, as well as within a team; (e) work in a multi-cultural environment with people from various backgrounds and demonstrate cultural sensitivity
- (6) **Experience** : Minimum two years in the Government or Quasi-Government Sector/ Corporate Sector/ Social Sector/ Academic Institution or any other related field.
- (7) **Consolidated Remuneration** : A sum of Rs.1,25,000/- per month
- (8) **Tenure** : Minimum two years subject to possible renewal based on performance review.
Provided that the engaging authority shall reserve the right for early termination of engagement on one month's prior notice, on the ground of unsatisfactory performance/ indiscipline/ misconduct etc.

ii) Name of the Assignment: Contractual Junior Consultant

- (1) **Engaging Authority** : State Government in the Home and Hill Affairs Department
- (2) **Number** : 02 (Two)
- (3) **Age** : Maximum 36 years as on 1st January of the year of advertisement
- (4) **Qualification** : Master Degree or an MBA/MPA/MPP from an institution of repute
- (5) **Desirable work place competencies** : The candidate should be able to (a) work with utmost professionalism and integrity; (b) display a commitment and passion for public service ; (c) take ownership and be self-motivated; (d) work independently with minimal supervision, as well as within a team; (e) work in a multi-cultural environment with people from various backgrounds and demonstrate cultural sensitivity
- (6) **Experience** : Minimum one year in the Government or Quasi-Government Sector/ Corporate Sector/ Social Sector/ Academic Institution or any other related field.
- (7) **Consolidated Remuneration** : A sum of Rs.75,000/- per month
- (8) **Tenure** : Minimum two years subject to possible renewal based on performance review.
Provided that the engaging authority shall reserve the right for early termination of engagement on one month's prior notice, on the ground of unsatisfactory performance/ indiscipline/ misconduct etc.

Selection will be made on the basis of Personality Test of the eligible candidates.
Separate applications are to be made for Contractual Consultant and Contractual Junior Consultant in case a candidate desires to apply for both.

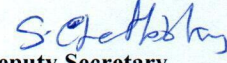
Incomplete applications are liable to be rejected.

Applications on plain paper mentioning name, age, address, contact no. and e-mail ID (mandatory), qualifications, previous experience etc. and duly supported by self attested copies of testimonials may be sent to the **Deputy Secretary, GE Branch, Home and Hill Affairs Department, Government of West Bengal, Room No. 505, NABANNA, Shibpur, Howrah-711102** by post. Completed applications may also be e-mailed on the e-mail ID: as1ha.hha-wb@gov.in.

In view of the recent pandemic situation, call letters for Personality Test will be sent by email only. Hence, the candidates are particularly requested to provide correct email id in their applications.

Last date of receiving of applications is 10.08.2020.

Applications received after the last date will not be accepted.



**Deputy Secretary
to the Government of West Bengal**