



NABARD Consultancy Services  
(A wholly owned subsidiary of NABARD)  
(An ISO 9001: 2015 Company)

**Recruitment for the post of Senior or Middle Level Consultants (19 Posts) for handling "Watershed Development Projects " at various Regional Offices and Head Office of National Bank for Agriculture and Rural Development (NABARD)**

NABARD Consultancy Services (NABCONS) is a wholly owned Company of NABARD and a leading consultancy organization in the field of agriculture and rural development ([www.nabcons.com](http://www.nabcons.com)). NABCONS invites **ONLY ONLINE** applications from Indian Citizens for the posts of Senior or Middle Level Consultants (19 Posts) for handling 'Watershed Development Projects' under Farm Sector Development Department of NABARD in various states across India.

**A.** Details of vacancies and place of posting is as under:

S. No.	Name of the State/RO	Vacant Position
1.	Arunachal Pradesh	1
2.	Bihar	1
3.	Chhattisgarh	1
4.	Gujarat	1
5.	Himachal Pradesh	2
6.	Jammu & Kashmir	1
7.	Jharkhand	1
8.	Madhya Pradesh	1
9.	Maharashtra	1
10.	Manipur	1
11.	Mizoram	1
12.	Nagaland	1
13.	Odisha	1
14.	Rajasthan	1
15.	Tamil Nadu	1
16.	Telangana	1
17.	Uttar Pradesh	1
18.	NABARD, HO	1
<b>Total</b>		<b>19</b>

\*\*Candidates can apply for only one state.

## Key Responsibilities-

S.No	Posts	Key Responsibilities
	<b>For Consultants Posted at Regional Offices (RO)</b>	
i	Senior or Middle Level Consultant	<p>The primary duties and responsibilities shall be as follows:</p> <ul style="list-style-type: none"> <li>• Identification of watersheds/springsheds, desk and field appraisal of initial proposals/datasheets submitted by Project Facilitating Agencies (PFAs)</li> <li>• Periodic monitoring of the projects (Technical, Physical and Financial)</li> <li>• Scrutiny of disbursement claims of PFAs and processing of release claims.</li> <li>• Conduct of meetings with PFAs and structured capacity-building plan for NGO staff and village level organizations.</li> <li>• Assisting in preparation, desk scrutiny, field appraisal of DPRs and preparation of MOS of regular watershed/springshed/climate proofing /agro-ecology projects.</li> <li>• Check, monitor and correct MIS entries at local level (PFAs enter the data).</li> <li>• Support in (monitoring) data consolidation at district and RO level.</li> <li>• Follow up and monitoring of MIS and submission of reports to HO.</li> <li>• Documentation of best practices and/or preparation of case studies.</li> <li>• Preparation/verification and submission of quarterly/ half-yearly progress report to HO.</li> <li>• Scrutiny and verification of Project Completion Reports.</li> <li>• Web based monitoring of watershed and other NRM projects through NABARD BHUVAN portal/other portals created by NABARD to ensure that the primary watershed data, physical and financial data are uploaded and assets are geotagged on the portals and also ensure moderation of data by DDM. Also providing guidance to PFAs in uploading of data and geotagging of assets, etc.</li> <li>• Verification of books and records of watershed/springshed/climate proofing /agro-ecology NRM projects.</li> <li>• Training and capacity building of PFAs field supervisors and watershed/springshed committees.</li> <li>• Any other work assigned by the ROs.</li> </ul>
	<b>For Consultants Posted at Head Office (HO), Mumbai</b>	
	Senior or Middle Level Consultant	<ul style="list-style-type: none"> <li>• Preparation of Annual Budget for Watershed/Springshed Development programme by collecting the estimate from the Regional Offices.</li> <li>• Compilation of progress report.</li> </ul>

		<ul style="list-style-type: none"> <li>• Periodic monitoring of the projects (Technical, Physical and Financial).</li> <li>• Scrutiny of MoS of Regional Offices and participation in Project Sanction Committee Meeting of ROs.</li> <li>• Scrutiny of various claims submitted by Training establishments/NABCONS/any other stakeholder.</li> <li>• Check and monitor ENSURE Returns submitted by ROs.</li> <li>• Conducting various meetings with ROs/HO Departments/other stakeholders and follow-up for suitable actions.</li> <li>• Scrutiny of monitoring visit reports submitted by ROs/DDM/Consultants.</li> <li>• Facilitating annual audit.</li> <li>• Compilation of best practices and/or preparation of case studies.</li> <li>• Conducting various Training Programmes/workshops for NABARD officials'/Nodal officers Meet etc.</li> <li>• Web based monitoring of watershed and other NRM projects through BHUVAN portal/other portals created by NABARD to ensure that the primary watershed data, physical and financial data are uploaded and assets are geotagged on the portals and also ensure moderation of data by DDM through ROs. Also providing guidance to PFAs and ROs in uploading of data and geotagging of assets, etc.</li> <li>• Any other work assigned by the HO.</li> </ul>
--	--	--

## B. Eligibility Criteria

S. No.	Criteria	Senior or Middle Level Consultant
1	Minimum Educational Qualification	<p>1<sup>st</sup> class Graduate and/ or Post-Graduate / PhD with at least 55% from recognized university in Agriculture and allied subjects i.e. Agriculture/ Horticulture/ Forestry/Agricultural Engineering/ Soil Science/ Soil and Water Conservation Engineering/ Environmental Science/ Hydrology/ Crop Science with relevant experience of Watershed development.</p> <p>Or</p> <p>Post-Graduate in Social Sciences with minimum 55% marks and 5 years of experience in implementation &amp; monitoring of Watershed Development Projects.</p>
	Minimum Experience	<p>1-2 years' experience in Natural resource management/ Watershed/ Livelihoods/ Water Resources/ Climate Change Adaptation Programs.</p> <p>Desirable: Knowledge of working in the government system and policy formulation. Experience in stakeholders engagement, networking with State Govt. and Agri. universities and research institutes for transfer of technologies and extension support on implementation of soil and water conservation measures, climate resilient adaptation measures including natural farming and enhancing income and livelihood of the watershed community. Academic Credentials (publications)</p>

2	Other Criterion	i. Should have experience in field monitoring and evaluation of NRM projects or Watershed / Springshed development projects ii. Should have database management knowledge iii. Must be proficient in MS Office, MS Power Point, MS Excel iv. Must be proficient in the regional language
---	-----------------	---

**Note: NABCONS will decide for designating the Consultant as Middle level or Senior Level**

**C. Age Criteria:**

Position	Age as on 1 <sup>st</sup> April 2023
Senior or Middle Level Consultant	Minimum 21 years and Maximum 55 years

**D. Remuneration:**

Candidates will be paid consolidated monthly remuneration (u/s 192 of the IT Act) based on the experience and educational qualification and overall suitability of the candidate for the posts as under:

Category	Qualification	Experience	Range of remuneration
Senior Level Consultants	Post Graduate/Doctorate	> 2 years	₹ 61,000-70,000
	Graduate	> 4 years	
Middle Level Consultants	Post Graduate/Doctorate	< 2 years	₹ 51,000-60,000
	Graduate	< 4 years	

- The above remuneration will be inclusive of all statutory deductions that NABCONS may be required to make on behalf of the contracted staff. Remuneration will be released after making statutory deductions. The Project Based Contract Staff (PBCS) appointed will be liable for tax liabilities as per Income Tax Act & Rules and the tax will be deducted at source.
- There would be an annual revision in the remuneration by a maximum of 5% within the range stated above, which shall be considered after one year of satisfactory service by consultants.

In addition to the remuneration as mentioned above, other facilities (subject to change from time to time) as under will also be provided:

**E. Daily allowance during field visit**

(i) Travelling allowance: Train 3rd AC/ Air (economy class airfare may be allowed in special case approved by CGM of RO/HO) or hired taxi (as approved by CGM of RO/HO).

(ii) Lodging allowance:

Designation	Monthly Remuneration Range	Hotel Charges		
		Metro & Non-Metro centres*	Other State Capitals / UTs & other major cities	All Other Centres
(Amount in ₹)				
Consultant - Senior Level	60,000 to upto 1,00,000	5,000	4,500	3,500
Consultant - Middle Level	Upto 60,000	4,500	4,000	3,000
*Metro centres include Mumbai, New Delhi, Kolkata, Chennai, Bengaluru and Hyderabad. Non-Metro centres include Ahmedabad and Pune.				

(iii) Halting allowance:

Designation	Monthly Remuneration Range	Halting Allowance	
		Metro & Non-Metro centres*	Other state capitals / UTs, all other major cities
(Amount in ₹)			
Consultant - Senior Level	60,000 to upto 1,00,000	1,600	1,400
Consultant - Middle Level	Upto 60,000	1,400	1,200
*Metro centres include Mumbai, New Delhi, Kolkata, Chennai, Bengaluru, Hyderabad Non-Metro centres include Ahmedabad and Pune. Note: (i) In case of stay in hotel, halting allowance will be 3/4th of the normal halting allowance. (ii) In case, a consultant who while on tour in connection with NABCONS work or while undergoing residential training in any college established by the NABARD or in any other college/ institution, is provided with free lodging and / or boarding at the expense of the NABCONS/ NABARD/ college/ institution, they shall during the period of their stay at the place of such tour or training be paid halting allowance @ 1/4th of the full rate admissible at the place of tour or training. (iii) The halting allowance will start from the time of departure of journey till the consultant reaches Head quarter including Saturday/Sunday. The normal halting allowance may be applicable on the travel days i.e. allowance may be fixed as normal during the day of travelling and depending upon the stay, halting at reduced rates may be given.			

(iv) Local Conveyance:

Mode of travel	Metro*	Non-Metro
Taxi	Rs. 20 per km	Rs. 18 per km
Auto	Rs. 15 per km	Rs. 12 per km
*Metros include Mumbai, New Delhi, Kolkata, Chennai, Bengaluru and Hyderabad.		

(v) Travel by own car while on outstation tour:

Due to present COVID-19 pandemic conditions, and to address any other similar future eventualities, it has been decided to permit the consultants to travel by own car while on tours as per the following guidelines.

- i. The consultants, with prior approval of the competent authority, may be permitted travel by own car while on tour to nearby locations within the state. He/she will be eligible for reimbursement @ Rs.18 per km for the distance covered or actual expenditure, whichever is less, subject to production of original receipts of fuel, toll tax, municipal entry fee, parking charges etc.
- ii. In case of travel outside the state, the consultant may be permitted to travel by own car while on tour, with prior approval of the competent authority, only if the same is cost and time effective and causes less inconvenience to the consultant as well as NABCONS. The consultant will be eligible for reimbursement @ Rs.18 per km for the distance covered or actual expenditure, whichever is less, subject to production of original receipts of fuel, toll tax, municipal entry fee, parking charges etc.
- iii. Travel by own car on tour should be permitted where it is safer, more convenient, time effective and cost effective.
- iv. The distance for which per kilometer charge is reimbursed may be calculated as distance from the place of residence to the place of temporary headquarter plus a reasonable distance at temporary headquarter towards local conveyance.
- v. The consultant availing to travel by own car while on official tour, will not be eligible for hiring / claiming separate auto / taxi / car at temporary headquarters.

#### F. Other Facilities:

S. No.	Particulars	Eligibility
a)	<b>Insurance</b>	
i	<b>Health insurance premium</b>	As per NABCONS Policy
b)	<b>Other</b>	
i	<b>PF contribution</b>	As applicable
ii	<b>Mobile phone/internet /data charge for official purposes</b>	₹ 1000 per month
iii	<b>Permissible absence (other than Saturday/ Sunday/ holiday)</b>	24 days per year (i) The casual leave shall be admissible for 24 days per calendar year on a half yearly basis. 50% of the admissible leave i.e. 12 days will be credited on 01 January and the remaining 50% i.e. 12 days will be credited on 01 July of the year.  (ii) The total absence on any single instance, including preceding, intervening and succeeding Saturdays, Sundays and Holidays shall not exceed 10 days. Casual leave can be

		<p>availed for maximum 05 days at a stretch, excluding preceding, intervening and succeeding Saturdays, Sundays and Holidays.</p> <p>(iii) Leave availed beyond a period of 10 days shall be considered as leave without pay.</p> <p>(iv) Maternity leave for female consultants shall be governed as per the Central Legislation i.e. the Maternity Benefit Act.</p>
<b>iv</b>	<b>Printing of visiting card</b>	100 cards per year
<b>v</b>	<b>Overtime</b>	As per NABCONS Policy

**Note:**

- The job involves travel within the state and outside to various project areas/ROs/Offices etc. as may be required for all the positions. Travel will need to be undertaken as directed by the FSDD at both ROs/ HO for the field visits.
- Other than the above, the consultants are not eligible for any other facilities/allowance like leave encashment, performance bonus, leave travel concession, etc.

**G. Contract Period:**

The Contract Staff (Senior or Middle Level Consultants) will be appointed on contract basis initially for a period of one year which may be extended subject to annual review of their satisfactory performance of duties and requirement of the project.

**H. Termination of contract**

The contract service will be of temporary nature and can be terminated by giving notice period of two months.

**I. How to Apply:**

Interested candidates may apply online in the prescribed format by 30 April 2023 by clicking on the following links and filling the details therein:

<b>Position</b>	<b>Link to Apply</b>
Senior or Middle Level Consultant	<a href="https://forms.office.com/r/wYt1jQWmQ5">https://forms.office.com/r/wYt1jQWmQ5</a>

In case the above link does not work, you may also copy and paste the link in your web browser and fill the details therein.

**Instructions:**

- Before applying, candidates should read all the instructions carefully and ensure that they fulfill all the eligibility criteria for the post. NABCONS would admit candidates on the basis of the information furnished in the ON-LINE application and shall verify their eligibility at the stage of interview/ joining. If,

at any stage it is found that any information furnished in the ON-LINE application is false/incorrect or if according to the NABCONS, the candidate does not satisfy the eligibility criteria for the post, his/her candidature will be cancelled and he/she will not be allowed to appear for the interview/joining/ not allowed to continue, if joined.

ii. Candidates are requested to apply only ON-ONLINE through NABCONS website ([www.nabcons.com](http://www.nabcons.com)). No other mode of submission of application will be accepted.\_

iii. **Important Dates/ Timelines**

<b>Last date for submission of online applications</b>	<b>30 April 2023 Midnight</b>
<b>NABCONS reserves the right to make change in the dates indicated above.</b>	

Please note that corrigendum, if any, issued related to the above advertisement will be published only on NABCONS website ([www.nabcons.com](http://www.nabcons.com)).

#### **J. General Information**

- Only Shortlisted candidates will be called for the interview and may also be assessed for their proficiency in MS Office/ data management. Location for the interview will be indicated in the call letter. The candidates may kindly note that any cost incurred by them for attending the interview will **not** be reimbursed by NABCONS.
  - The interview may be held in person or through virtual mode as may be required.
  - The applicant may submit the declaration in the Microsoft form with respect to the educational qualification and experience. Self-attested copies of educational qualifications and experience certificates to be compulsorily submitted at the time of the interview. Original documents would be required for verification.
  - Place of posting of the posts will be as per the locations mentioned in Section A above. The candidates can be posted anywhere in India depending upon the project requirement. Further, as a part of their functioning the above consultants may be required to travel across the mentioned state and other parts of the country from time to time. NABCONS will not provide accommodation for the selected/appointed candidates.
  - List of selected and waitlisted candidates for the post will be uploaded in NABCONS website ([www.nabcons.com](http://www.nabcons.com)) after the selection process is completed.
  - No correspondence will be entertained from any ineligible and non-selected candidate in all matter regarding eligibility, the selection process, documents to be produced for the selection process, assessment, prescribing minimum qualifying standards, number of vacancies, communication of result , etc. the company's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.
  - The final appointment will be based on the decision of selection committee constituted for the purpose. Company reserves the right to increase/ decrease the number of posts or not to fill up any of the posts.
  - The appointment shall be subject to being found medically fit, for which purpose the candidate shall be required to undergo the protocol of medical tests upon reporting at place of posting. The continuance in NABCONS's service shall be subject to remaining medically fit to discharge duties and responsibilities. The decision of NABCONS regarding medical fitness shall be final and binding on the candidate.
-



- Merely satisfying the eligibility criteria does not entitle a candidate to be called for the interview. NABCONS reserves the right to call only the requisite number of candidates for the interview depending on number of responses, after preliminary screening / short listing with reference to candidate's qualification, suitability, experience, etc. Applications received after the due date shall not be entertained and will be rejected.
- Under no circumstances applications by hand or any other mode will be entertained. The application submitted through online mode provided in this advertisement will only be accepted.
- The contractually engaged staff shall have no legal claim to regular absorption either during the period of contract or after the period of contract expires. Similarly, the Contract Appointee will have no claims as to seniority.
- The selected candidates shall not take up any part time / full time employment or assignments elsewhere or do any business during the period of their contract with NABCONS. The engagement shall automatically be terminated if he/ she joins any other organization without giving prior information. In such an event, NABCONS shall have the right to claim compensation/ damages, if any, as it may deem fit.
- NABCONS reserves the right to cancel the recruitment for the captioned posts without assigning any reason at any stage.

---

Advt. Ref. No. NABCONS/CO-HR/002/PBCS/2023-24

Dated: 20 April 2023