

No. A.12019/1/2024-Admin.I
GOVERNMENT OF INDIA
NITI AAYOG

NITI Bhawan, Sansad Marg,
New Delhi-110001

VACANCY CIRCULAR

NITI Aayog requires the services of suitable officers for appointment to the posts of Senior Adviser /Adviser under KIH pool of NITI Aayog, on Deputation (including short-term contract)/ Promotion basis who have experience/expertise in the following preferred fields/areas:

1. **NUMBER OF VACANCIES: 03**, with details as under:

- (a) **Health & Family Welfare (H&FW) /Nutrition/ Women Child Development (WCD)**
- (b) **Finance/ Tax Policy**
- (c) **Economics Modelling & Scenario Building**

2. **EDUCATIONAL QUALIFICATIONS:**

Essential

Masters' Degree in any discipline or MBBS or Degree in Engineering or Technology from a recognized University or Passed in Sections A and B of the Institution Examinations of the Institute of Engineers (India) or Post Graduate Diploma in Management (Two years).

Desirable

Doctorate in any discipline or Master's Degree in Engineering

3. **ELIGIBILITY CONDITIONS:**

As on closing date of application which will be 60 days from the publication of the advertisement in the Employment News

A. FOR DEPUTATION:

Officers working under the Central Government or State Governments or Union Territory Administrations (including their attached and subordinate offices) or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government or Statutory or Autonomous Organizations and other Non-Government bodies:

SENIOR ADVISER: Level-15 in Pay matrix

- (a) (i) Holding analogous posts on regular basis in the parent cadre or department; or
(ii) with three years regular service in **Level – 14 in Pay Matrix** or Pre-Revised Pay Band 4: Rs.37400-67000 with Grade Pay of Rs.10,000 or equivalent in the parent cadre or department; and
- (b) possessing the educational and other qualifications as mentioned above.

Essential Experience:

Minimum 18 years' experience (which shall include upto 3 years for Ph.D. provided no work experience is counted during those 03 years) in formulation, appraisal, execution/ implementation, research, monitoring and evaluation of policy, programme or projects.

ADVISER: Level-14 in Pay matrix

- (a) (i) holding analogous posts on regular basis in the parent cadre or department; or
- (ii) with two years regular service in posts in **Level – 13 A** in Pay Matrix or Pre-Revised Pay Band 4 : Rs.37400-67000 with Grade Pay of Rs.8,900 or equivalent in the parent cadre or department; or
- (iii) with three years regular service in posts in **Level – 13** in Pay Matrix or Pre-Revised Pay Band 4: Rs.37400-67000 with Grade Pay of Rs.8,700 or equivalent in the parent cadre or department;

Essential Experience:

Minimum 15 years' experience (which shall include upto 3 years for Ph.D. provided no work experience is counted during those 3 years) in formulation, appraisal, execution/ implementation, research, monitoring and evaluation of policy, programme or projects.

B. FOR PROMOTION TO THE POSTS OF SENIOR ADVISER/ ADVISER

The departmental Advisers / Joint Advisers in Level 14 / Level 13 of the Pay Matrix with three years of regular service, respectively, in the grade rendered after appointment thereto on a regular basis and possessing the educational qualification as mentioned above and successful completion of 2-4 weeks of training in the relevant field as specified by NITI Aayog will also be considered alongwith outsiders. If a Departmental Joint Adviser or Adviser, respectively is selected for appointment to the post, it will be treated as having filled by promotion.

NOTE: *“The departmental officers in the feeder category who are in the direct line of the promotion will not be eligible for consideration for appointment on deputation (ISTC). Similarly, officers on deputation shall not be eligible for consideration for appointment by promotion”.*

4. SCALE OF PAY:

SENIOR ADVISER: Level-15 in the Pay Matrix (Rs.1,82,200-Rs.2,24,100)

ADVISER : Level-14 in the Pay Matrix (Rs.1,44,200-Rs.2,18,200)

5. CRUCIAL DATE FOR DETERMINING ELIGIBILITY:

The crucial date for determining the eligibility will be the last date of receipt of applications which shall be 60 days from the date of publication of advertisement in the Employment News.

6. AGE LIMIT (AS ON CLOSING DATE FOR RECEIPT OF APPLICATIONS):

(i) For appointment by deputation (including short-term contract), age shall not be exceeding 58 years as on the closing date for receipt of applications.

(ii) The crucial date for determining the age limit shall be the closing date for receipt of applications from the candidates in India.

7. DESCRIPTION ABOUT THE POSTS:

Please see Annexure –I

8. PERIOD OF DEPUTATION (INCLUDING SHORT TERM CONTRACT):

Period of deputation (including short-term contract) including period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organizations or departments of the Central Government shall ordinarily not exceed five years. The terms and conditions of deputation will be regularized according to the orders contained in the Govt. of India, DOPT's OM No.6/8/2009-Estt (Pay-II) dated 17.6.2010 as amended from time to time and in case of those coming on contract, the terms will be settled in consultation with the concerned authority.

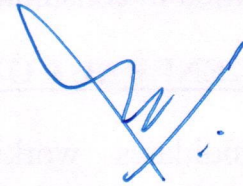
9. GENERAL CONDITIONS:

- a. Candidates working in Central Government or State Government Departments or Union Territory Administrations or Universities or Recognized Research Institutions or Public Undertakings or Semi Government or Statutory or Autonomous Organisations and other Non-Government Bodies should apply in appropriate proforma through proper channel.
- b. It may also be taken note of that in terms of DoPT's OM No. 27/2/2009-EO(SM.II) dated 16.7.2009 read with OM No.9/23/2014-EO(SM-II) dated 22.8.2017, a candidate once applied for being considered and he/she is considered and selected by the **Appointments Committee of Cabinet (ACC)**, ordinarily, he/she should not decline the appointment and if he/she declines the appointment and if he/she declines the appointment he/she will be liable for action as per aforesaid OMs.
- c. Candidates will need to produce proof of the details furnished in their applications as and when required.
- d. Only Indian Nationals need to apply.
- e. Canvassing in any form will be a disqualification.
- f. The prescribed essential qualifications as indicated in para 2 are the minimum and the mere possession of the same does not entail candidates to be called for interview. The applications (in duplicate), along with the following documents, in respect of the candidates who fulfill the eligibility conditions and who can be spared for taking up the assignment within one month of the intimation of selection, may be forwarded in the prescribed proforma i.e. **Appendix I** (for Sr. Adviser) and **Appendix II** (for Adviser)

duly signed by the candidate and countersigned by the Head of Office or any other officer authorized to sign:-

- i. Up-to-date Confidential Report / APAR Dossier and APAR Grading statement of the candidate concerned or photocopies of the Annual Confidential / Annual Performance Appraisal Reports of the candidate for the latest five years from 2020-21 to 2024-25 (duly attested);
 - ii. Vigilance clearance in the prescribed detailed format signed by CVO of the department/organization;
 - iii. Integrity Certificate signed by an Officer of the rank of Deputy Secretary or above.
 - iv. Cadre Clearance / NOC from appropriate authority.
- g. Applications complete in all respects and in the prescribed proforma, should reach Under Secretary (Admin-IA), NITI Aayog, Room No. 418, NITI Bhavan, Sansad Marg, New Delhi-110001 **within 60 days from the date of publication of this advertisement in Employment News.** Only complete applications received through proper channel on or before the closing date for receipt of applications will be considered. The applications should be sent in an envelope super scribed 'Application for the post of Senior Adviser or Adviser in the NITI Aayog'.

NOTE: - *Incomplete applications or applications without the supporting documents or Advance applications or applications received after the last date will be summarily rejected & no communication will be made/entertained in this regard.*



(Shoyab Ahmed Kalal)
Director (Recruitment)
Tel: 23042685

Name of the Post: Senior Adviser/ Adviser

Details of Desirable Educational Qualification, Experience and Job Description

1. **Health & Family Welfare (H&FW)/Nutrition/ Women Child Development (WCD)**
2. **Finance/ Tax Policy**
3. **Economic Modelling & Scenario Building**

1. Health & Family Welfare (H&FW)/Nutrition/ Women Child Development (WCD)

Job Description :

- a. He/she will be responsible for policy formulation and long term strategy relating to the health sector viz, provide strategic direction for health delivery services, developing framework for the development and management of the human resources for health, inter-sectoral coordination and promotion of public-private partnership in medical, biomedical and health research related areas, advising on a framework for the effective and efficient procurement, distribution, management and use of health sector goods, works and services, provide technical support for dealing with epidemics and natural calamities make proposals for the review and enactment of health legislation, provide framework for the regulation of food, drugs and health service delivery and practice.
- b. He/she will analyze and provide inputs in respect of various Cabinet Notes, SFC/EFC Notes and any other issues received from line Ministries. He/she will also responsible for all matters relating to Ministry of Health & Family Welfare and AYUSH Ministry and any other matter assigned by the superiors. Policy and programme coordination in Health, Women and Child Development sector with focus on health, nutrition and child development. Coordinate designing policy and programs and overseeing its implementation at Central and State Government levels. Facilitate convergence amongst key Ministries, State Governments and relevant Stakeholders. Coordinate events and consultations organized within the WCD Division.
- c. Examining technical matters pertaining to health and nutrition viz. anemia, undernutrition, obesity, calorie intake, micro nutrients, with special focus on children and pregnant & lactating mothers. Providing advice and inputs to the Ministry of Health and Ministry of Women & Child Development for improvement in various nutritional indicator like anemia, underweight, low birth weight, stunting & wasting, breastfeeding, complementary feeding, adequate diet etc.
- d. Engaging with civil society organizations, non-government organizations and other institutes for identifying way and means to enhance health and nutritional outcomes Monitoring demographic, nutritional and health trends in the health, women and child sector using survey data viz. National Family Health Survey, Comprehensive National Nutrition Survey, Sample Registration System, HCES etc. and administrative data viz. Health Management Information System, Poshan Tracker etc. Any other assignment/s given by the competent authority from time to time.

2. Economic Modelling & Scenario Building

Job Description:

- a. He/she will be assisting in conducting analytical work related to macro-economic modelling, scenario building, forecasting economic outlook, provide international economic/financial trends, investment outlook of the country, etc. Carry out high quality and relevant macroeconomic research, providing forward looking economic policy advice and strengthening economic approaches and tools - for application at national and regional levels.
- b. Assist in providing evidence-based inputs; organizing meetings and workshops; sharing knowledge, experience, and best practices for building consensus among stakeholders for economic reforms.
- c. He/she will also be assisting in examining matters relating to Ministry of Finance (including all attached departments/divisions), RBI, IMF, WB, ADB and other multilateral financial institutions.
- d. To analyze and submit inputs for various Cabinet Notes, SFC/EFC Notes and any other issues received from line Ministries. Training, Managing, and supporting team members in above-mentioned areas. Any other assignment/s given by the competent authority from time to time.

3. Finance & Tax Policy:

Job Description:

- a. **Policy Formulation & Strategy:** Advise and provide strategic insights to leadership teams on matters related to finance, taxation, and economic policy, contributing to long-term national strategy.
- b. **Tax Policy and Compliance:** Analyze and interpret complex tax laws and proposed legislation, ensuring strategic inputs are provided from time to time to NITI Aayog and Ministry of Finance and suggesting ways to maximize revenue or benefit the economy.
- c. **Budgeting and Financial Management:** Coordinate within NITI Aayog and relevant stakeholders to formulate key Union Budget Proposals for submission to Ministry of Finance, *including* advising on exercise expenditure control as per FRBM Act and other relevant statutes, monitor plan and non-plan expenditures, and scrutinize project and programme proposals for financial viability.
- d. **Financial Analysis and Reporting:** Conduct Financial Modelling and analysis for decision-making, develop and upgrade Management Information Systems (MIS) reporting, and suggest ways to increase capital expenditure. Also suggest innovative ways of financing development projects including Socio-Economic Sectors.
- e. **Inter-Agency Coordination:** Maintain liaison with various government departments, the Ministry of Finance, the Department of Revenue, the Department of Expenditure, and other external agencies to ensure aligned financial processes and policies.
- f. Any other assignment/s given by the competent authority from time to time.