

**A-12026/12/2022-Admin I**  
**GOVERNMENT OF INDIA**  
**NITI AAYOG**

**NITI Bhawan, Sansad Marg,**  
**New Delhi-110001**

**VACANCY CIRCULAR**

**Subject: Recruitment to the posts of Senior Lead/Lead, Senior Specialist/Specialist and Senior Associate/Associate under Flexi Pool in NITI Aayog.**

The National Institution for Transforming India is the premier policy Think Tank of India which is engaged in number of transformational initiatives as a catalyst and an accelerator of change across sectors in partnership with Central Ministries and the State Governments. NITI Aayog is developing itself as a state-of-the-art resource center with the necessary knowledge and skills that will enable it to act with speed, promote research and innovation, provide strategic policy vision for the government, and deal with contingent issues. It is supported by an attached office, Development Monitoring and Evaluation Organization (DMEO), a flagship initiative, Atal Innovation Mission (AIM) and an autonomous body, National Institute of Labour Economics Research and Development (NILERD). NITI Aayog's entire gamut of activities can be divided into four main heads:

1. Policy and Programme Framework
2. Cooperative Federalism
3. Monitoring and Evaluation
4. Think Tank, and Knowledge & Innovation Hub

**NITI Aayog requires the services of suitable officers for the following posts:-**

<b>Name of Post</b>	<b>No. of positions</b>	<b>Mode of Recruitment</b>
Senior Lead/Lead	04	Contract / Deputation (including short-term contract) basis
Senior Specialist/Specialist	16	
Senior Associate/ Associate	11	

**1. ELIGIBILITY CONDITIONS:**

As on Closing Date of application which will be 60 days from publication of the advertisement in Employment News.

**2. MODE OF RECRUITMENT:**

**2.1 Contract:**

Individuals working at comparable levels in Private Sector Companies, Consultancy Organizations, International/Multinational Organizations and possessing the essential educational qualifications, age and experience. Other terms and conditions of the contract will be governed by Flexi Pool Guidelines dated 24.04.2019, as and when amended and other Government of India rules and regulations, wherever applicable.

**Note:** Officers appointed on contract basis would not be entitled to residential accommodation, official transport, leave encashment or any other allowances/facilities as admissible to a regular government employee. Leave rules applicable to a regular Government employee will not be applicable to a contractual appointee. However, a contractual appointee will be entitled to 18 days leave on pro-rata basis in a calendar year.

## **2.2 Deputation (including short-term contract):**

From amongst Officers 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.

**Note:** Terms and conditions of Deputation for Government/Public Sector employees will be as per DOP&T Guidelines and Circulars issued from time to time and amended up to date.

## **3. ESSENTIAL EDUCATIONAL QUALIFICATIONS:**

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).

## **4. AGE AND EXPERIENCE:**

Age and post essential qualification experience (which shall include up to 03 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 is required as mentioned against the respective posts.

### **SENIOR LEAD / LEAD**

#### **A. NUMBER OF VACANCIES: 04 posts in the following areas (01 each):**

1. Data Analytics
2. Law & Policy
3. Infrastructure & Connectivity
4. Governance & Reforms/ Visions

#### **B. PAY AND TENURE:**

Name of the Post (Equivalent to)	Consolidated Pay for contractual appointment	Level in the Pay Matrix for Deputation (ISTC)	Period of Contract
Senior Lead (Senior Adviser)	Rs. 3,30,000/-	Level-15 : Rs. 1,82,200/- - 2,24,100/-	Initially up to 03 years, which can be extended up to 05 years depending upon the requirements or till the age of 60 years or until further orders.
Lead (Adviser)	Rs. 2,65,000/-	Level-14 : Rs. 1,44,200/- - 2,18,200/-	



**Note:** *Tenure for appointment on deputation basis shall initially be 05 years, further extendable as per extant DoPT's guidelines.*

**C. DESIRABLE EDUCATIONAL QUALIFICATION/EXPERIENCE AND JOB DESCRIPTION:**

As per ANNEXURE- "I"

**D. AGE AND EXPERIENCE:**

Sl No	Name of the post	Age (for contractual appointment)	Minimum post qualification experience in years *
1.	<b>Senior Lead</b> (Senior Adviser)	Not less than 40 years but not exceeding 52 years	18
2.	<b>Lead</b> (Adviser)	Not less than 35 years but not exceeding 50 years	15

*\* Preference shall be given to the candidates having experience in the relevant areas.*

**E. ELIGIBILITY CONDITIONS:**

**(As on Closing Date) for the candidates applying on Deputation (including short-term contract) basis:**

Sl No	Name of the posts	Grades from which deputation/transfer to be made
1	<b>Senior Lead</b> (Senior Adviser)	(i) Holding analogous posts on regular basis in the parent cadre or department; or  with three years regular service in Level – 14 in Pay Matrix and  (ii) Possessing the educational qualifications and experience as mentioned above.
2	<b>Lead</b> (Adviser)	(i) Holding analogous posts on regular basis in the parent cadre or department; or  with two years regular service in Level – 13A in Pay Matrix or  with three years regular service in Level – 13 in Pay Matrix and  (ii) Possessing the educational qualifications and experience as mentioned above.

## SENIOR SPECIALIST/SPECIALIST

A. NUMBER OF VACANCIES: 16 posts in the following areas (01 each):

1. Data Analytics
2. School Education
3. Economic Intelligence
4. Information Technology (IT) & Telecom
5. Governance & Reforms
6. Green Transition, Energy, Environment & Climate Change
7. Infrastructure & Connectivity
8. Public Finance & Policy Analysis
9. Rural Development
10. Research & Networking
11. Tourism
12. Water & Land
13. Women Child Development(WCD)/Nutrition
14. Aspirational District Programme / Aspirational Block Programme (ADP/ABP)
15. Economics Modelling & Scenario Building.
16. Finance/Tax Policy

B. PAY AND TENURE:

Name of the Post	Consolidated Pay for contractual appointment	Level and Pay Matrix for Deputation (ISTC)	Period of Contract
Senior Specialist	Rs. 2,20,000/-	Level-13 of the Pay Matrix	Initially up to 03 years, which can be extended up to 05 years depending upon the requirements or till the age of 60 years or until further orders.
Specialist	Rs 1,45,000/-	Level-12 of the Pay Matrix	

Note: Tenure for appointment on deputation basis shall initially be 05 years, further extendable as per extant DoPT's guidelines

C. DESIRABLE EDUCATIONAL QUALIFICATION/EXPERIENCE AND JOB DESCRIPTION:

As per ANNEXURE- "II"

D. AGE AND EXPERIENCE:

Sl No	Name of the post	Age (for contractual appointment)	Minimum post qualification experience in years
1.	Sr. Specialist	Not less than 33 years but not exceeding 50 years	10
2.	Specialist	Not less than 30 years but not exceeding 50 years	08

\* Preference shall be given to the candidates having experience in the relevant areas.

## **E. ELIGIBILITY CONDITIONS:**

(As on Closing Date) for the candidates applying on Deputation (including short-term contract) basis:

Name of the post	Grades from which deputation/transfer to be made
<b>Sr. Specialist</b>	(i) Holding analogous posts on regular basis in the parent cadre or department; or  with five years regular service in Level — 12 in Pay Matrix and  (ii) possessing the educational qualifications and experience as mentioned above
<b>Specialist</b>	(i) Holding analogous posts on regular basis in the parent cadre or department; or  with five years regular service in Level — 11 in Pay Matrix and  (ii) possessing the educational qualifications and experience as mentioned above

## **SENIOR ASSOCIATE / ASSOCIATE**

**A. NUMBER OF VACANCIES:** 11 posts in the following areas (01 each):

1. School Education
2. Economic Intelligence
3. Governance & Reforms
4. Public Finance & Policy Analysis
5. State Finance
6. Tourism
7. Skill Development & Entrepreneurship
8. Sustainable Development Goals
9. North East Development
10. Science & Technology
11. Agriculture Policy

**B. PAY AND TENURE:**

Name of the Post	Consolidated Pay for contractual appointment	Level and Pay Matrix for Deputation (ISTC)	Period of Contract
<b>Senior Associate</b>	Rs. 1,25,000/-	Level-11 of the Pay Matrix	Initially up to 03 years, which can be extended up to 05 years depending upon the requirements or till the age of 60 years or until further orders.
<b>Associate</b>	Rs. 1,05,000/-	Level -10 of the Pay Matrix	

Note: Tenure for appointment on deputation basis shall initially be 05 years, further extendable as per extant DoPT's guidelines.

**C. DESIRABLE EDUCATIONAL QUALIFICATION/EXPERIENCE AND JOB DESCRIPTION:**

As per ANNEXURE- "III"

**D. AGE AND EXPERIENCE:**

Sl No	Name of the post	Age (for contractual appointment)	Minimum post qualification experience in years
1.	Senior Associate	Not less than 26 years but not exceeding 40 years	05
2.	Associate	Not less than 26 years but not exceeding 35 years	03

*\* Preference shall be given to the candidates having experience in the relevant areas.*

**D. ELIGIBILITY CONDITIONS:**

(As on Closing Date) for the candidates applying on Deputation (including short-term contract) basis:

Name of the post	Grades from which deputation/transfer to be made
Senior Associate	(i) Holding analogous posts on regular basis in the parent cadre or department; or  with five years regular service in Level — 10 in Pay Matrix and  (ii) possessing the educational qualifications and experience as mentioned above
Associate	(i) Holding analogous posts on regular basis in the parent cadre or department; or  with three years regular service in Level — 07 in Pay Matrix and  (ii) possessing the educational qualifications and experience as mentioned above

**5. 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 O.M. No. 27/2/2009-EO (SM.II) dated 16.7.2009 read with O.M. 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, 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) No TA/DA will be paid for attending the personal talk.

f) Canvassing in any form will be a disqualification.

g) The prescribed essential qualifications as indicated above are the minimum and the mere possession of the same does not entail candidates to be called for interview.

#### **6. MODE OF APPLICATION:-**

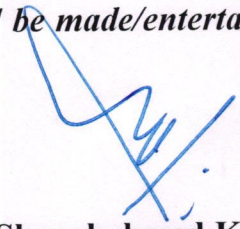
a. **For candidates, who are applying on contract basis:** The candidates are required to fill the online application form on the website of NITI Aayog on the link provided under <http://niti.gov.in/career/vacancy-circular>.

They are also required to upload self-attested supporting documents as sought in the online application form.

b. **For Candidates, who are applying on deputation:** The application, along with the following documents, may be forwarded, through proper channel, in the prescribed proforma (**Appendix-I, II, III**) duly signed by the candidate and countersigned by the Head of Office or any other officer authorized to sign, to '**The Under Secretary (Admn.-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:-

- i. Up-to-date **APAR Dossier and APAR grading** statement 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; and
- iii. Integrity Certificate signed by an Officer of the rank of Deputy Secretary or above.

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

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



**Details of Desirable Educational Qualification, Experience and Job Description**

**1. Name of the Post: Senior Lead/Lead (equivalent to Level 15/14) – (Law and Policy)**

**a) Job Description:**

- i. Reviews of Cabinet Notes and new law drafts for legal scrutiny and generating opinions from a Law and Justice Perspective for the subject matters raised.
- ii. Working towards legal and regulatory reforms in the Judicial and other industrial sectors where regulations are involved are also a focus area.
- iii. Review of Litigation related work, drafting and vetting of pleadings/responses/affidavits on behalf of NITI Aayog.
- iv. Vetting and legal evaluation of guidelines/ policy
- v. Review of legislations and rules
- vi. Appraisal of Programmes or projects requiring legal scrutiny
- vii. Examination of proposals referred by Ministry of Law & Justice.
- viii. Research and Analysis in legal domain
- ix. Coordinating with the Ministry of Law & Justice and the Premier Institutional Partners
- x. Any other assignment/s given by the competent authority from time to time.

**b) Desirable Educational Qualification:**

Ph.D in any discipline of Law/ Masters' Degree in Law from a recognized University/Institute. Preference will be given to person having educational qualifications from Institutions of National/International repute

**c) Desirable Work Experience:**

Minimum of 18 years of work experience (for Sr. lead) and 15 years (Lead) relevant to the job description. Preference will be given to persons with work experience in Legal policy initiatives, research & teaching/advocacy /consultancy, drafting of legislations or statutes/Structuring PPP and Asset Monetization projects in different sectors. Strong knowledge of Indian Laws and policy framework supported by published work could be desirable.

**2. Name of the Post: Senior Lead/Lead (equivalent to Level 15/14) - (Governance & Reforms Division)**

**a) Job Description:**

- i. Conceptualization of policy papers on the ongoing reforms initiative of the Central Govt. and working on potential areas of Governance Reforms.
- ii. Analyzing Global best practices in Governance, Public Policy & citizen centric services.
- iii. Studying the state level governance initiatives and best practices from implementation perspective.



- iv. Providing a long-term strategy for bringing in higher efficiency in the Governance;
- v. Evaluation/Review of the research on potential governance reforms
- vi. Review of proposals; assisting in undertaking and /or managing policy research and evidence-based analysis and submission of inputs in respect of Cabinet Notes, Standing Finance Committee/Expenditure Finance Committee Notes.
- vii. Attending meetings, sharing knowledge, experience and best practices, building awareness amongst stakeholders towards governance reforms
- viii. Work closely with Ministries/Departments concerned in Government of India/Others
- ix. Any other assignment/s given by the competent authority from time to time.

**b) Desirable Educational Qualification:**

Ph. D in Public Administration/Public Policy/Governance from a recognized University/ Institute. Preference will be given to person having educational qualifications from Institutions of National/International repute.

**c) Desirable Work Experience:**

18 years (for Sr. Lead) and 15 years (for Lead) experience relevant to the job description in development or in execution of programmes/projects in the field of Public Administration/Public Policy/Governance. Preference will be given to person with work experience in assisting policy making/developing policy papers/publishing book/evaluation, appraisal and monitoring of Projects & Schemes etc., in the field of Public Administration/Public Policy/Governance.

**3. Name of the Post: Senior Lead/Lead (equivalent to Level 15/14) – (Infrastructure & Connectivity)**

**a) Job Description:**

- i. He/ She will be responsible for policy formulation and long-term strategies, for providing technical insights, knowledge and supervision required for formation of the policies to enable and develop Transformative Mobility Ecosystem in India, including thrust areas of Clean Energy Vehicles, Sustainable Transport policies, Intelligent Transport Systems and Shared and Connected Mobility Infrastructure etc.
- ii. Shall look after the work relating to Research/ analysis, comments/ inputs on various Cabinet Notes, Concept Notes/Project Designing and Development/ SFC/EFC Notes, consultation review, documents, Memorandums received from various Ministries, or any other issues received from line Ministries.
- iii. Review various publicly available policies on Sustainable Mobility and related data and the data shared by States/UTs. Conduct regular review and monitoring of Mobility Policies/orders/projects undertaken by States/UTs and Ministries and provide supportive supervision on Sustainable Mobility and Programme Management.
- iv. Managing global and domestic partnerships focusing Sustainable Transport and develop the strategic deliverables with the Organizations/Institutions viz., GIZ India, Swiss Re Institute, Airport Authority of India, The Energy Research Institute, Central Road Research Institute, International Transport Forum etc.,.

**b) Desirable Experience:**

- i. Experience in Policy formulation and preparation of long term strategies relating to Sustainable Mobility and Ecosystem, Transportation Systems, Project Management/ Policy Planning, and coordination with Central and States governments, Foreign and

Inter-Governmental bodies, Financial Institutions, Multilateral Development Banks, Automobile Industries, Global Think Tanks, Academia and CSOs.

- ii. experience of at least 18 years (for Sr. Lead) / 15 years (for Lead) in Transportation/Sustainable Mobility with a focus on Electric Vehicles (EVs) & Transformative Mobility related areas, of which at least 05 years should be in managing various policies at government agencies.

**c) Desirable Educational Qualifications:**

Ph.D in Transport Engineering/ policies with specialized experience/ training in the policies, for sustainable mobility sector.

**4. Name of the Post: Senior Lead/Lead (equivalent to Level 15/14) – (Data Analytics)**

**a) Job Description:**

- i. Data management and integration on NDAP including development of data collection strategies in coordination with Ministries;
- ii. Monitoring Key Performance Indicators (KPIs) of NDAP; product strategy and roadmap for furthering the evolution of NDAP;
- iii. Work relating to formulation of policy papers and strategy documents in collaboration with experts from the Government, academia and industry, and conducting seminars and workshops on data management and use in policy making;
- iv. Manage the issues related to data management and usage, and leverage technology for improved statistical systems and processes;
- v. Coordinate and liaison with the National Statistical Commission (NSC) on statistical surveys and data ecosystem;

**b) Desirable Experience:**

- i. Minimum 18 years of experience (for Sr. Lead) / 15 years (for Lead) in data analytics with at least 05 years in a senior, leadership, or managerial capacity overseeing data science/analytics projects and teams.
- ii. Expertise with business intelligence tools such as Power BI, Tableau, Alteryx, etc. with proficiency in SQL, data visualization, and analytics frameworks.
- iii. Significant experience working with government/public sector data, policies, and systems.

**c) Desirable Educational Qualifications:** Ph.D in quantitative field such as Data Analytics, Data Science, Statistics, Computer Science, Economics, Mathematics or a related field.

**Details of Desirable Educational Qualification, Experience and Job Description**

**1. Name of the Post: Senior Specialist/Specialist - (Data Analytics)**

**a) Desirable Educational Qualification:**

- i) Doctorate in Statistics/Data Science or related domain.
- ii) Master's degree in a quantitative field such as Data Analytics, Data Science, Statistics, Computer Science, Economics, Mathematics or a related field.

**b) Desirable Work Experience:**

- i) Minimum 8-10 years of experience (depending on the post Specialist or Sr. Specialist) in data analytics with at least 3-5 years in a senior, leadership, or managerial capacity overseeing data science/analytics projects and teams.
- ii) Proven expertise with business intelligence tools such as Power BI, Tableau, Alteryx, etc. with proficiency in SQL, data visualization, and analytics frameworks.
- iii) Significant, demonstrated experience working with government/public sector data, policies, and systems.

**c) Job Description:**

- i) He/she will be coordinating for the Data management and integration on NDAP including development of data collection strategies and coordination with Ministries.
- ii) Monitoring Key Performance Indicators (KPIs) of NDAP, product strategy and roadmap for furthering the evolution of NDAP, Formulation of policy papers and strategy documents in collaboration with experts from the Government, academia and industry, and conducting seminars and workshops on data management and use in policy making.
- iii) Documentation of issues related to data management and usage, and leverage technology for improved statistical systems and processes, Coordinating and liaising with the National Statistical Commission (NSC) on statistical surveys and data ecosystem.

**2. Name of the Post: Senior Specialist/Specialist - (School Education)**

**a) Desirable Educational Qualification:**

- i) Minimum: Masters' degree or equivalent in relevant fields: including Public Policy, Education, Management, and Economics, Social Sciences or related fields from a recognized University/Institution.
- ii) Ph.D. in any of the above fields from a recognized University/Institution. Preference will be given to candidates with a strong record of research publications in reputed national and international journals.

**b) Desirable Work Experience:**

- i) Relevant work experience with managerial responsibilities, demonstrating project delivery and team leadership.

ii) Minimum 8-10 years of post-qualification experience in research, policy analysis, or related fields.

iii) Demonstrated experience of working in the School Education policy sector, with Governments, Policy Think Tanks, International Development and Research Organisations with experience of working with public sector stakeholders at the Centre and State levels.

iv) Strong knowledge of the School Education ecosystem at the Central and State Government levels is desirable

v) Administration and operational experience in the field of School Education is desirable

vi) Excellent leadership skills, including the ability to manage multiple projects and diverse teams.

vii) Excellent written and oral communication skills

**c) Job Description:**

i) Designing and leading ongoing and new reform efforts of NITI Aayog in the field of School Education, Early Childhood Education (ECE), and Literacy, in collaboration with DoSEL, other Ministries of the Central and State Governments, heads of Regulatory Bodies, researchers, academics, and other knowledge partners

ii) Undertaking techno-economic appraisal for Draft Bills for the Parliament and Cabinet Notes, Expenditure Finance Committee (EFC) and Standing Finance Committee (SFC) Proposals, Project Investment Board (PIB) and Development Investment Board (DIB) Proposals, projects, schemes, MoUs, and programme proposals received from various Central Ministries and State Governments in School Education, ECE and Literacy

iii) Providing high quality technical and strategic inputs to policy analysis in the School Education sector to key government and ecosystem stakeholders to ensure equity, access and inclusion and in the domains of infrastructure financing, learning outcomes, pedagogical and assessment reforms, teacher education and capacity building, governance and education technology, holistic education, vocational education and skills, among others

iv) Developing high-quality policy briefs, analytical notes, and presentations for the Division and Organisation leadership; and timely dissemination of insights to support decision-making at the highest levels.

v) Handling NITI Aayog's engagement with DoSEL, senior government officials, policy makers at the Central and State levels and external stakeholders including national/international development agencies under the guidance of the Programme Director (Education)

vi) Representing NITI Aayog at various forums and meetings with Ministries, policy makers, schools, among others.

**3. Name of the Post: Senior Specialist/Specialist - (Economic Intelligence Unit)**

**a) Desirable Educational Qualification:**

i) Master's degree in Economics, International Economics, Applied Econometrics, Finance, or related fields from a recognized University/Institution.

ii) Ph.D. in Economics or related field from a recognized University/ Institution. Preference will be given to candidates with a strong record of research publications in reputed national and international journals.

**b) Desirable Work Experience:**

i) Minimum 12 years of post-qualification experience in economic research, policy analysis, or related fields for the post of Sr. Specialist and 10 years for the post of specialist.

ii) Proven track record of analyzing macro-economic data and producing high-quality reports or policy briefs.

iii) Strong knowledge of Indian and global economic trends, policy frameworks, and institutions.

iv) Excellent written and oral communication skills, with ability to present complex issues to non-technical audiences.

v) Experience working with Government, regulatory bodies, or multilateral organizations will be an advantage.

**c) Job Description:**

i) Lead macroeconomic monitoring and analysis of the Indian and global economies.

ii) Conduct deep-dive research on key macroeconomic issues, trends, and policy Developments.

iii) Develop high-quality policy briefs, analytical notes, and presentations for senior government officials.

iv) Provide evidence-based recommendations on emerging economic challenges and opportunities.

v) Coordinate and supervise consultants/young professionals within the Unit.

vi) Engage with stakeholders, including government departments, think tanks, and international organizations.

vii) Ensure timely dissemination of insights to support decision-making at the highest levels.

**4. Name of the Post: Senior Specialist/Specialist - (IT & Telecom)**

**a) Desirable Educational Qualification:**

i) Masters' Degree in Engineering or Technology (M.E./M.Tech/M.S./MSc/MCA in Computer/Electronics/IT/Physics or relevant science/technology discipline) and Bachelors' Degree in Engineering or Technology (B.Tech/B.E/BCA/BSc. in Computer/Electronics/IT/Physics or relevant science/technology discipline) 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) or MBA or equivalent.



ii) PhD Degree in Science/Technology or equivalent discipline

**b) Desirable Work Experience:**

i) Senior Specialist: Minimum 10 years of post-qualification experience and minimum 8 years of relevant work experience (this may include up to 3 years for a Ph.D., during which work experience may not be counted).

ii) Specialist: Minimum 8 years of post-qualification experience and minimum 5 years of relevant work experience (with similar caveat about Ph.D years).

iii) Preference will be given to persons with work experience in Relevant Sector/Industry/Ministry/ Academics.

**c) Job Description:**

i) He/She will be responsible for coordinating initiatives under the Frontier Technology Hub (FTH), including identification, evaluation, and promotion of emerging technologies with high potential for societal and economic impact. The role involves conceptualizing and executing programmes, conducting workshops/events, facilitating industry, academia, and government collaborations, and monitoring progress of technology-driven projects and pilots under FTH. The officer will also support in preparing policy briefs, strategy papers, and reports related to frontier and deep-tech domains.

ii) He/She will also be providing inputs in respect of various Cabinet Notes, SFC/EFC Notes and any other issues received from line Ministries, liaising, developing and maintaining working relations with other Divisions, line Ministries, State Governments and UTs, and performing any other work assigned by the superiors from time to time.

**5. Name of the Post: Senior Specialist/Specialist -(Governance & Reforms)**

**a) Desirable Educational Qualification:**

i) PhD in Public Administration/Public Policy/Governance from a recognized University/ Institute. Preference will be given to person having educational qualifications from Institutions of National/International repute.

ii) Masters in Public Administration/Public Policy/Governance from a recognized University/Institute

**b) Desirable Work Experience:**

i) Minimum 8 years (for Sr. Specialist) and 6 years (for specialist) experience relevant to the job description in development or in execution of programmes/projects in the field of Public Administration/Public Policy/Governance. Candidates holding Ph.D will be eligible for a 2(two) years relaxation in the experience requirement.

ii) Preference will be given to person with work experience in assisting policy making/developing policy papers/publishing book/evaluation, appraisal and monitoring of Projects & Schemes etc. in the field of Public Administration/Public Policy/Governance

**c) Job Description:**

i) Assisting in preparing concept paper/policy paper on the ongoing reforms initiative of the Central Govt and working on potential areas of governance reforms.

ii) Analysing Global best practices in Governance, Public Policy & citizen centric services



iii) Studying the state level governance initiatives and best practices from implementation perspective

iv) Conducting research on potential governance reforms

v) Evaluation of proposals; assisting in undertaking and /or managing policy research and evidence-based analysis and submission of inputs in respect of Cabinet Notes, Standing Finance Committee/Expenditure Finance Committee Notes

vi) Organizing meetings and workshops, sharing knowledge, experience and best practices, building awareness amongst stakeholders towards governance reforms.

**6. Name of the Post: Senior Specialist/Specialist - (Green Transition, Energy, Environment & Climate Change)**

**a) Desirable Educational Qualification:**

BE/B Tech/Master's/Ph.D. in energy studies/electrical engineering/power systems/renewable energy/environmental science/climate change/sustainable development/economics (with energy or environmental focus)/public policy/environmental law/forestry/natural resource management/resource efficiency/circular economy/or related disciplines

**b) Desirable Work Experience:**

At least 12 years of relevant experience in the energy /climate/environment/sustainable development sectors. Strong background in energy policy and planning/oil and gas/coal/renewable energy development/power sector/energy efficiency/climate action/resource efficiency/environmental law/forest/biodiversity/conservation/ecosystem management/circular economy/climate intelligence or related fields.

**c) Job Description:**

i) The Officer in the Green Transition, Energy and Climate Change Division will be responsible for formulating policies and developing long-term strategies to ensure sustainable, secure, and efficient energy management in the country. The role involves examining the issues and challenges in the energy sector and preparing policy papers/reports on energy/climate/environment issues. The Officer will conduct climate intelligence and policy assessments, review Cabinet Notes/SFC/EFC proposals, analyze national/global trends, and propose strategies for energy security/economic resilience/environmental sustainability.

ii) The Officer will coordinate with line ministries/state governments/research institutions/private sector/international partners. The work will promote integration of energy/climate/environment/circular economy priorities into national and sectoral plans. The Officer will recommend optimal energy/resource-mix strategies, promote clean/renewable/circular technologies, improve monitoring and evaluation, and strengthen institutional capacity and innovation.

iii) The Officer will represent NITI Aayog in inter-ministerial/international/multi-stakeholder forums on energy/climate/environment/circular economy/climate intelligence and policy assessment/sustainable development.

**7. Name of the Post: Senior Specialist/Specialist - [Public Finance & Policy Analysis (PFPA)]**

**a) Desirable Educational Qualification:**

Master's or higher in one or more of the following - Economics, Finance, Public Finance, Public Policy, Trade & Commerce, Urban Planning/Development, Agriculture (including allied sectors), Education, Public Health.

**b) Desirable Work Experience:**

Preference will be given to candidates with practical experience in financing or advisory roles for projects in the public or development sector. This should include:

- i) Experience of formulating/ appraising / financing/ implementing government-sponsored projects or schemes (preferably at the central government level);
- ii) Demonstrated technical experience in any one or more of the following areas:

Public Finance or Public Private Partnerships (PPPs)

- Public Policy Analysis (Fiscal Policy, Industrial Policy, Sectoral regulations, etc.)

Transaction Advisory/ Project Finance/ Government & Bid Advisory

- Understanding of planning, policy and implementation aspects of any one or more of the following sectors: Infrastructure, Industrial Development, Urban Development, Agriculture.
- Understanding of the concepts of Multi-Criteria Analysis, Financial and Economic Cost-Benefit Analysis, Risk Analysis, Distributive Analysis
- Familiarity with institutional arrangements and procedures of expenditure in the Government of India, the Medium-Term Expenditure Framework and the fiscal federal structure of India.
- Understanding of evolving role of government and stated sectoral priorities, various Central Sector and Centrally Sponsored Schemes and Projects, various contracting models – item rate/EPC/PPPs.
- Ability to analyse causal relationships, advantages/ disadvantages and cross-sectoral impacts of various policy interventions
- Strong written communication skills and proficiency in using software such as Excel.
- Ability to work with teams as a constructive team member

**c) Job Description:**

- i) Techno-economic appraisal of various proposals for public sector expenditure encompassing problem assessment, examination of policy and intervention alternatives, financial and economic cost-benefit analysis, risk evaluation, and review of implementation and policy dimensions
- ii) Preparation of appraisal notes, sectoral and policy briefs.
- iii) Undertake research to identify critical planning, policy and implementation gaps, identify areas and mechanisms for government intervention
- iv) Prepare high-quality working papers and analytical reports on related public policy issues.
- v) Coordinate with other verticals of NITI Aayog and with Ministries/Departments for collecting necessary information/data for a comprehensive techno-economic analysis of various public policy issues.
- vi) Participate in discussions, meetings

vii) Undertake learning and capacity building activities

**8. Name of the Post: Senior Specialist/Specialist - (Rural Development)**

**a) Desirable Educational Qualification:**

M.Phil. or Ph.D in Economics/Statistics/ Social Sciences/ Public Policy/Rural Development/data analytics. Good relevant experience in formulation, appraisal, execution/Implementation, monitoring and evaluation of policy, programme or projects related to Rural Development.

**b) Desirable Work Experience :**

Proven experience as an expert in the area of rural development/Rural management. ICT skills including knowledge of MS Office Suite, preparation of reports, presentations, analysis of data preferably using statistical software. Experience of working with State Governments for implementation of RD schemes of GOI by assisting the DC/DM office would be desirable.

**c) Job Description:**

i) Assisting and/or analyzing policy research and evidence-based inputs; organizing meetings and workshops; sharing knowledge, experience and best practices for building consensus among stake holders for rural reforms.

ii) Monitor and analyze data on Rural Development Schemes from MIS and other sources as required; supervision of dashboard of Rural Development schemes/programme.

iii) Validate and analyze data, prepare data tables and statistical annexes as necessary for various documents on Rural Development schemes/programme;

iv) Provide expert comments on significant proposals/documents received from various Ministries/State Govts./ Institutions/Organizations;

v) Prepare reports on progress of Rural Development schemes/programme, associated targets and indicators;

vi) Prepare Status Reports on States/UTs based on data collected and compiled from States/UTs; Assist in conduct of reviews with States/UTs and other stakeholders as involved in the implementation of Rural Development Schemes/ programme at various levels; Prepare submissions for various national and international forums from time to time as would be held in the Rural Development Sector.

**9. Name of the Post: Senior Specialist/Specialist - (Research & Networking)**

**a) Desirable Educational Qualification:**

i) Master Degree or equivalent in relevant fields: including Public Policy, Education Management, Economics, Social Sciences or related fields from a recognized University/Institution

ii) Ph.D. in any of the above fields from a recognized University/institution/. Preference will be given to candidates with a strong record of research publications in reputed national and international journals.

**b) Desirable Work Experience:**

- i) Minimum 12 years of post qualification experience in research, policy analysis, or related fields for the post of Sr. Specialist.
- ii) Proven track record of analyzing and producing high-quality reports or policy briefs.
- iii) Strong knowledge of Indian and global developmental trends, policy frameworks, and institutions.
- iv) Demonstrated experience of working, with Governments, Policy Think Tanks, multilateral agencies, regulatory bodies, International Development and Research organisations with experience of working with public sector stakeholders at the Centre and state levels.
- v) Demonstrated experience in assisting policy making/developing policy papers/publishing reports/evaluation, appraisal and monitoring of projects & schemes etc. in the field of public administration/public policy/governance, etc.
- vi) Excellent written and oral communication skills

**c) Job Description:**

- i) Tendering of Research Studies
- ii) Invite and evaluate proposals as per procurement procedures.
- iii) Coordinate with evaluation committees and finalize award of studies.
- iv) Ensure compliance with financial and administrative norms.
- v) Appraisal & Monitoring of Research Projects.
- vi) Appraise proposals for technical soundness and policy relevance.
- vii) Monitor progress through interim reports and reviews.
- viii) Evaluate final deliverables for quality and policy utility.
- ix) Recommend follow-up actions or policy adoption, where applicable.
- x) Dissemination of Research Outputs.
- xi) Organize dissemination events, workshops, and consultations.
- xii) Ensure publication of studies and maintain a digital repository.
- xiii) Networking & Collaboration
- xiv) Build partnerships with think tanks, academic and research institutions.
- xv) Maintain a database of experts and collaborators.

xvi) Facilitate joint studies, consultations, and knowledge exchanges.

xvii) Advisory & Capacity Support.

xviii) Provide analytical and advisory inputs to NITI divisions.

xix) Strengthen internal research systems and processes under RSNA.

**10. Name of the Post: Senior Specialist/Specialist - (Tourism)**

**a) Desirable Educational Qualification:**

Master's degree in tourism/ hospitality or a related field/ Master's degree in disciplines related to Culture, such as Cultural Studies, Heritage Management, Archaeology, History, Fine Arts, Performing Arts, Museum Studies, or other culture/heritage-related fields from a recognized university or institution (or equivalent) with specialized training or experience in tourism policy, planning and development. Preference will be given to persons having educational qualifications from Institutions of National/ International repute.

**b) Desirable Work Experience:**

i) At least 10 years of strong relevant experience related to development of Tourism and Culture sector in tourism policy, planning and development, with at least seven years in managing or advising on tourism-related projects or policies at government or multilateral agencies.

ii) Experience in policy formulation, strategy development, appraisal, implementation, monitoring and evaluation of programmes relating to Infrastructure Projects, Destination Management, Cultural and Heritage Tourism, Eco-Tourism, Community-based Tourism Initiatives etc, covering both tourism and cultural sectors.

iii) Experience in coordination with Central and State Governments, Tourism Boards, International Organizations, Financial Institutions, and Multilateral Development Banks.

iv) Experience in policy research, concept notes, pitch presentations, perspective planning and advisory inputs for culture and tourism promotion and development

**c) Job Description:**

i) Assisting and/or analyzing policy research and evidence-based inputs in the areas of tourism and culture; organizing meetings, consultations, and workshops; sharing knowledge, experience, and best practices for sustainable and inclusive growth of the tourism and culture sectors.

ii) Monitor and analyze data on Tourism and Cultural Schemes/Programmes from varied sources as required; supervision of dashboards related to Tourism and Cultural Development schemes/programmes. Validate and analyze data, prepare data tables and statistical annexes as necessary for various documents on Tourism and Culture programmes.

iii) Provide expert comments on significant proposals/documents received from various Ministries/State Governments/Institutions/Organizations related to tourism development, heritage conservation, cultural promotion, creative industries, and related sectors.

iv) Prepare reports on progress of Tourism and Culture schemes/programmes, associated targets, and indicators; Prepare Status Reports on States/UTs based on data collected and compiled from Tourism and Culture Departments.

v) Assist in conducting reviews with States/UTs and other stakeholders involved in the implementation of Tourism and Culture schemes/programmes at various levels.

vi) Prepare submissions and presentations for various national and international forums, conferences, and events related to tourism promotion, cultural heritage management, and creative economy initiatives from time to time as would be held in the Tourism and Culture Sector.

## **11. Name of the Post: Senior Specialist/Specialist - (Water & Land Resources)**

### **a) Desirable Educational Qualification:**

i) Bachelor's degree in Civil Engineering/ Water Resources Engineering. Preferable: Master Degree in Water Resources/ Environmental Engineering.

ii) Master's degree in Environmental Sciences with specialisation in water subject

### **b) Desirable Work Experience:**

No. of years of experience is as per the requirement for Specialist/ Senior Specialist. Areas of experience is water resources (i.e. major and medium irrigation/ Water supply & Sanitation (either urban or rural) preferably in the area of project implementation/ policy/ planning/ appraisal. Land resources - Land restoration/ Land management/ land reforms / watershed development works

### **c) Job Description:**

i) Support evidence-based decision-making through comprehensive policy briefs, strategic recommendations.

ii) Appraisal of programmes/ schemes/ projects, co-creation of knowledge, driving water related interventions in aspirational blocks/ districts and dissemination of knowledge on water and land related issues.

iii) Collaborate engagement with States and Union Territories (UTs) on matters related to drinking water supply &, sanitation (predominantly rural) , water resources inter alia covering irrigation coverage, Command Area Development, Flood Management, Micro irrigation and land resources - watershed management and digital land records management.

iv) Facilitate the sustainable and judicious use of water and land resources by encouraging States/UTs to encourage rainwater harvesting, wastewater reuse, conservation agriculture, and integrated watershed and river basin management.

v) Conduct community-centred initiatives on drinking water and sanitation, such as Jal Utsav, rejuvenation of water bodies, and organizing workshops.

vi) Collaborate with research institutions, civil society organisations, multi-lateral development partners, and local bodies to promote innovation, strengthen institutional capacities, and enhance community participation for long-term water and land security.



- vii) Analyse, interpret, and review water resources and land-related data for informed decision making.
- h) Promote research and development by engaging with research institutions to encourage the use of emerging technologies in water and land management.
- viii) Engaging with the concerned Ministries of Government of India or State Departments for providing NITI's inputs as part of their committees/ consultation process.

## **12. Name of the Post: Senior Specialist/Specialist - (WCD/Nutrition)**

### **a) Desirable Educational Qualification:**

MBBS or Master's degree in Public Health, Nutrition, or a closely related field in medical Science

### **b) Desirable Work Experience:**

- i) Prior experience of working in the areas of Health, Women and Child Development, Nutrition, Community Development Programmes preferably with Government.
- ii) Experience of Monitoring & Evaluation, policy analytics and advocacy work, preferably in health and nutrition.
- iii) Experience of coordinating with Central Ministries /State/District Administration and Development Agencies.

### **c) Job Description:**

- i) Policy and programme coordination in Health, Women and Child Development sector with focus on health, nutrition and child development.
- ii) Coordinate designing policy and programs and overseeing its implementation at Central and State Government levels.
- iii) Facilitate convergence amongst key Ministries, State Governments and relevant Stakeholders.
- iv) Coordinate events and consultations organized within the WCD Division.
- v) 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.
- vi) 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.
- vii) Engaging with civil society organisations, non-government organisations and other institutes for identifying way and means to enhance health and nutritional outcomes
- viii) 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.

### **13. Name of the Post: Senior Specialist/Specialist - (ADB/ABP)**

#### **a) Desirable Educational Qualification:**

Post-graduate degree in Public Policy, Development Studies, Economics, Social Sciences, Rural Management, or related fields

#### **b) Desirable Work Experience:**

- i) Experience working with Central Government, State Governments, or Development Partners on district/block-level transformation.
- ii) Demonstrated experience in programme monitoring, data analytics, and policy advisory work.
- iii) Government/development programmes, preferably in areas of governance, livelihoods, health, education, or rural development.
- iv) Strong understanding of government systems, data-driven planning, and inter-departmental coordination.
- v) Excellent communication, writing, and presentation skills.

#### **c) Job Description:**

- i) Analytical thinking and problem-solving skills.
- ii) Strong coordination and stakeholder management abilities.
- iii) Excellent command over MS Excel, data visualization, and dashboards.
- iv) Ability to work independently and in multidisciplinary teams.
- v) High motivation, integrity, and results orientation

### **14. Name of the Post: Senior Specialist/Specialist - (Economics Modelling & Scenario Building)**

#### **a) Desirable Educational Qualification:**

- i) Master's degree in Economics/ International Economics/ Applied Econometrics/Finance/ or related fields from a recognized University/Institution.
- ii) Ph.D. in Economics or related field from a recognized University/Institution. Preference will be given to candidates with a strong record of research publications in reputed national and international journals.

#### **b) Desirable Work Experience:**

- i) Minimum 10-12 years of post-qualification experience in economic research, policy analysis, or related fields for the post of Sr. Specialist and 8-10 years for the post of Specialist
- ii) Proven track record of analyzing macroeconomic data and producing high-quality reports or policy briefs.
- iii) Strong knowledge of Indian and global economic trends, policy frameworks, and institutions.

- iv) Excellent written and oral communication skills, with ability to present complex issues to non-technical audiences.
- v) Experience working with Government, regulatory bodies, or multilateral organizations will be an advantage.
- vi) Advanced quantitative and qualitative research skills.
- vii) Strong policy analysis and drafting capabilities.
- viii) Ability to lead projects and manage teams effectively.
- ix) High proficiency in economic/statistical software and tools such as STATA/E-views/R
- x) Well versed with research and analytical techniques of statistics and macro-econometrics
- xi) Strong interpersonal and stakeholder engagement skills.
- xii) Excellent leadership skills, including the ability to manage multiple projects and diverse teams.
- xiii) Excellent written and oral communication skills.

**c) Job Description:**

- i) Lead macroeconomic and financial sector monitoring and analysis of the Indian and global economies.
- ii) Conduct deep-dive research on key macroeconomic issues, trends, and policy developments.
- iii) Develop high-quality policy briefs, analytical notes, and presentations for senior government officials.
- iv) Provide evidence-based recommendations on emerging economic challenges and opportunities.
- v) Coordinate and supervise Consultants/Young Professionals within the Unit.
- vi) Engage with stakeholders, including Government Departments (GoI as well as State/UT), Think Tanks, Research organizations and International Organizations.
- vii) Ensure timely dissemination of insights to support decision-making at the highest levels.

**15. Name of the Post: Senior Specialist/Specialist - (Economics Modelling & Scenario Building)**

**a) Desirable Educational Qualification:**

- i) Masters in Civil/ Infrastructure Engineering/Transport Engineering/Urban Planning/Architecture from a recognized University/Institute.
- ii) PhD in Civil/ Infrastructure Engineering/Transport Engineering/Urban Planning/Architecture from a recognized University/ Institute. Preference will be given to person having educational qualifications from Institutions of National/International repute.

**b) Desirable Work Experience:**

i) 9 years (for Sr. Specialist) and 6 years (for specialist) experience relevant to the job description in development or in execution of programmes/projects in the field of Infra & Connectivity. Candidates holding Ph.D will be eligible for a 2(two) years relaxation in the experience requirement.

ii) Preference will be given to person with work experience in assisting public policy making/ implementation/ developing policy papers/ publishing book/ evaluation, appraisal and monitoring of Projects & Schemes in the field of Infra & Connectivity.

**c) Job Description:**

i) Assisting in preparing concept paper/policy paper on the ongoing reforms initiative of the Central Govt and working on potential areas of Infra & Connectivity.

ii) Analysing Global best practices in Infra & Connectivity.

iii) Studying the State level initiatives and best practices in Infra & Connectivity for implementation

iv) Conducting research on potential ideas on Infra & Connectivity.

v) Evaluation of technical proposals; assisting in undertaking and / managing policy research and evidence-based analysis in Infra & Connectivity sector and submission of inputs in respect of Cabinet Notes, Standing Finance Committee/Expenditure Finance Committee Notes etc.

vi) Organizing meetings and workshops, sharing knowledge, experience and best practices, building awareness amongst stakeholders regarding Infra & Connectivity sector.

**16. Name of the Post: Senior Specialist/Specialist - (Finance/Tax Policy)**

**a) Desirable Educational Qualification:**

Masters in Economics/ Finance/Public Policy and Tax Policy/CA

**b) Desirable Work Experience:**

Matters relating to finance taxation (both direct and indirect taxes) and economic policy evaluation of economic reforms/ public sector/ financial sector. Sound knowledge of functioning of multiple sectors is desired.

**c) Job Description:**

i) Policy Formulation & Strategy: Assisting and provide strategic insights to leadership teams on matters related to finance, taxation, and economic policy, contributing to long-term national strategy.

ii) 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.

iii) 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.

iv) 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.

v) 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.

vi) Any other assignment/s given by the competent authority from time to time.

Details of Desirable Educational Qualification, Experience and Job Description

**1. Name of Post: Senior Associate/ Associate - (School Education)**

**a) Desirable Educational Qualification:**

Minimum: Masters' degree or equivalent in relevant fields: including Public Policy, Education, Management, Economics, Social Sciences or related fields from a recognized University/Institution.

**b) Desirable Experience:**

- i) Minimum 5/3 years post-qualification experience in research, policy analysis, or related fields.
- ii) Demonstrated experience of working in the School Education policy sector, with Governments, Policy Think Tanks, International Development and Research Organisations with experience of working with public sector stakeholders at the Centre and State levels.
- iii) Strong knowledge of the School Education ecosystem at the Central and State Government levels is desirable.
- iv) Operational and/or field experience in School Education is desirable.
- v) Excellent managerial skills including the ability of handling multiple projects and tight timelines.
- vi) Excellent written and oral communication skills.

**c) Job Description:**

This is an exciting role for an experienced Senior Associate in School Education for driving critical initiatives to support the primacies of the National Education Policy 2020. The incumbent will undertake analytical work on School Education, provide actionable insights, contribute to policy recommendations, and collaborate with the Department of School Education & Literacy (DoSEL), relevant departments of State Governments, senior leadership at NITI Aayog, regulatory bodies, researchers, academicians, and other partners under the leadership of the Programme Director (Education).

**d) Key Responsibilities**

Key responsibilities include, but are not limited to:

- i. Supporting key policy changes and reform efforts in School Education at NITI Aayog in alignment with the National Education Policy (NEP) 2020
- ii. Providing techno-economic inputs for the appraisal of projects, schemes, programmes and proposals received from DoSEL and other Central and State Ministries in the area of School Education.
- iii. Assisting in developing high quality policy briefs, analytical notes, and presentations for the Division leadership.
- iv. Working and collaborating with various knowledge partners to ensure smooth coordination of ongoing policy research initiatives



- v. Ideating on new policy research initiatives to address gaps and achieve the vision of NEP 2020
- vi. Handling NITI Aayog's engagement with DoSEL under guidance of the Programme Director (Education)
- vii. Liaising with senior government officials and policymakers at the Central and State Government levels under the guidance of the Programme Director (Education)
- viii. Representing NITI Aayog at such forums and meetings with Ministries and policymakers at the Central and State levels (as tasked by the Leadership).
- ix. Organising and managing consultations with key stakeholders around specific reform initiatives in School Education

## **2. Name of Post: Senior Associate/ Associate - (Economic Intelligence)**

### **a) Desirable Educational Qualification:**

Master's degree in Economics/Econometrics

### **b) Desirable Experience:**

post-qualification experience in economic research, policy analysis/formulation, macroeconomic monitoring, or financial/economic data analytics/forecasting. Prior experience with government, multilateral organizations, think tanks, or reputed research institutions desirable.

### **c) Job Description:**

- i) Track and monitor Indian and global macroeconomic trends (GDP, inflation, fiscal, external sector, monetary policy).
- ii) Support preparation of periodic EIU outputs: newsletters/ dashboards/ reports/ brief notes.
- iii) Collect, analyze, and interpret quantitative and qualitative data from diverse sources to spot trends, risks, and opportunities in markets and countries.
- iv) Strong background in quantitative methods, econometrics, and data interpretation, frequently using statistical software or programming tools.
- v) Undertake review of literature and draft notes on emerging macroeconomic challenges.
- vi) Conduct econometric analysis for forecasts.
- vii) Prepare thematic issue notes on emerging risks.
- viii) Contribute to presentations and reports.
- ix) Excellent managerial skills including the ability of handling multiple projects and tight timelines.
- x) Excellent written and oral communication skills.

## **3. Name of Post: Senior Associate/ Associate - (Governance & Reforms)**

### **a) Desirable Educational Qualification:**

- i) Ph.D in Public Administration/ Public Policy/ Governance from a recognized University/ Institute. Preference will be given to person having educational qualifications from Institutions of National/International repute.

ii) Masters in Public Administration/Public Policy/Governance from a recognized University/Institute

**b) Desirable Experience:**

i) Minimum 5 years (for Sr. **Associate**) and 3 years (for **Associate**) experience relevant to the job description in development or in execution of programmes/projects in the field of Public Administration/Public Policy/Governance. Candidates holding Ph.D will be eligible for a 2(two) years relaxation in the experience requirement.

ii) Preference will be given to person with work experience in assisting policy making/developing policy papers/publishing book/evaluation, appraisal and monitoring of Projects & Schemes etc. in the field of Public Administration/Public Policy/Governance

**c) Job Description:**

i) Assisting in preparing concept paper/policy paper on the ongoing reforms initiative of the Central Govt and working on potential areas of governance reforms.

ii) Analysing Global best practices in Governance, Public Policy & citizen centric services

iii) Studying the state level governance initiatives and best practices from implementation perspective

iv) Conducting research on potential governance reforms

v) Evaluation of proposals; assisting in undertaking and /or managing policy research and evidence-based analysis and submission of inputs in respect of Cabinet Notes, Standing Finance Committee/Expenditure Finance Committee Notes

vi) Organizing meetings and workshops, sharing knowledge, experience and best practices, building awareness amongst stakeholders towards governance reforms.

**4. Name of Post: Senior Associate/ Associate - (Public Finance & Policy Analysis)**

**a) Desirable Educational Qualification:**

Master's or higher in one or more of the following - Economics, Finance, Public Finance, Public Policy, Trade & Commerce, Urban Planning/Development, Agriculture (including allied sectors), Education, Public Health.

**b) Desirable Experience:**

Preference will be given to candidates with practical experience in financing or advisory roles for projects in the public or development sector. This should include:

i) Experience of formulating/ appraising / financing/ implementing government-sponsored projects or schemes (preferably at the central government level);

ii) Demonstrated technical experience in any one or more of the following areas:

iii) Public Finance or Public Private Partnerships (PPPs)

iv) Public Policy Analysis (Fiscal Policy, Industrial Policy, Sectoral regulations, etc.)

- v) Transaction Advisory/ Project Finance/ Government & Bid Advisory
- vi) Understanding of planning, policy and implementation aspects of any one or more of the following sectors: Infrastructure, Industrial Development, Urban Development, Agriculture.
- viii) Understanding of the concepts of Multi-Criteria Analysis, Financial and Economic Cost-Benefit Analysis, Risk Analysis, Distributive Analysis
- ix) Familiarity with institutional arrangements and procedures of expenditure in the Government of India, the Medium-Term Expenditure Framework and the fiscal federal structure of India.
- x) Understanding of evolving role of government and stated sectoral priorities, various Central Sector and Centrally Sponsored Schemes and Projects, various contracting models – item rate/EPC/PPPs.
- xi) Ability to analyse causal relationships, advantages/ disadvantages and cross-sectoral impacts of various policy interventions
- xii) Strong written communication skills and proficiency in using software such as Excel.
- xiii) Ability to work with teams as a constructive team member

**c) Job Description:**

- i) Techno-economic appraisal of various proposals for public sector expenditure encompassing problem assessment, examination of policy and intervention alternatives, financial and economic cost-benefit analysis, risk evaluation, and review of implementation and policy dimensions
- ii) Preparation of appraisal notes, sectoral and policy briefs.
- iii) Undertake research to identify critical planning, policy and implementation gaps, identify areas and mechanisms for government intervention
- iv) Prepare high-quality working papers and analytical reports on related public policy issues.
- v) Coordinate with other verticals of NITI Aayog and with Ministries/Departments for collecting necessary information/data for a comprehensive techno-economic analysis of various public policy issues.
- vi) Participate in discussions, meetings
- vii) Undertake learning and capacity building activities

**5. Name of Post: Senior Associate/ Associate (State Finance)**

**a) Desirable Educational Qualification:**

- i) Master's degree in Economics, Public Policy, Finance, Development Studies, or a closely related field in Social Sciences. A candidate having Ph.D degree in a related field and strong background in statistics will be preferred.
- ii) More than 60% marks in UG and PG

**b) Desirable Experience:**

Prior experience of working in the areas of state finance, public finance, data analysis; research; policy analytics and advocacy work preferably in state finance; hands-on experience on statistical tools and large datasets using tableau, Power BI software, etc. or any

other related field. Demonstrated experience of working with government or research organisations.

**c) Job Description:**

▪ **Data Analysis**

- i) Assist in analysing national and sub-national data related to state finances and fiscal indicators data.
- ii) Contribute to the regular review and monitoring of database/dashboard/portal on state finances, reports, and visualizations to communicate insights effectively.
- iii) Conduct statistical analysis and build models to support decision-making.

▪ **Policy & Research Support**

- i) Conduct research on state finances and fiscal indicators related data, policies, and best practices, both domestic and international.
- ii) Support the preparation of policy briefs, background notes, and analytical notes on state finances and public financial management issues.
- iii) Assist in drafting and editing reports/documents related to state finance domain.
- iv) Support ad-hoc analysis requests and prepare presentations/analytical notes for senior officials.

▪ **Stakeholder Engagement & Coordination**

- i) Coordinate with ministries, state governments, international organizations, and other stakeholders for data collection, inputs, and analysis as and when required.
- ii) Support the organisation of consultations, workshops, seminars or capacity-building sessions.

**6. Name of Post: Senior Associate/ Associate - (Tourism)**

**a) Desirable Educational Qualification:**

Master's degree in tourism/ hospitality or a related field/ Master's degree in disciplines related to Culture, such as Cultural Studies, Heritage Management, Archaeology, History, Fine Arts, Performing Arts, Museum Studies, or other culture/heritage-related fields from a recognized university or institution (or equivalent). Preference will be given to persons having educational qualifications from Institutions of National/ International repute.

**b) Desirable Experience:**

- i) At least 5 years of relevant experience in the tourism or culture sector, or projects of Central/State Governments.
- ii) Relevant experience in the formulation, execution, implementation, research, monitoring and evaluation of tourism and hospitality projects for State/Central Governments.
- iii) Hands-on experience in project management within destination development, infrastructure projects and implementation at national/state/UT level, covering both tourism and cultural sectors.
- iv) Experience in policy research, concept notes, pitch presentations, perspective planning and advisory inputs for culture and tourism promotion and development.

v) Involvement in evaluation and preparation of proposals, including evidence-based analysis, sectoral reviews and stakeholder consultations with ministries, state governments, industry, academia and civil society.

vi) Practical experience in assisting with DPR preparation, feasibility studies, carrying capacity/gap assessments, master planning and strategy pertinent to tourism, culture, hospitality and heritage related projects.

**c) Job Description:**

i) Reviews and analyses of strategies and policies for tourism and culture development at the national and state levels.

ii) Providing policy suggestions, Vision Document and Action Plan for the Sector. Examination of feasibility reports, master plans and research study reports.

iii) Coordinate with the Ministries/ Departments in the matters of Culture and Tourism.

iv) Appraisal of memorandums/ project proposals prepared by the Ministry of Tourism & Ministry of Culture for Expenditure Finance Committee (EFC) Standing Finance Committee (SFC) relating to various Central Sector and Centrally Sponsored Schemes being implemented by the culture sectors.

v) Representing NITI Aayog in various Committees/ Groups etc. set up by Ministry of Tourism & Ministry of Culture pertaining to tourism and culture sectors.

vi) Providing inputs/comments on the outcome/output budget of the Ministry of Tourism & Ministry of Culture covering Central Sector and Centrally Sponsored Schemes.

viii) Conducting stakeholder consultations with eminent experts from the industry, academia and civil society organizations to understand issues and concerns relating to the Sector.

**7. Name of Post: Senior Associate/Associate (Skill Development & Entrepreneurship)**

**a) Desirable Educational Qualification:**

Masters in vocational and technical education/labour economics/industrial relations/labour studies/labour law/MBA (Industrial Relations/Human Resource Development)/other social sciences or Degree in Engineering or Technology (including B. Arch/B, Planning) 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).

**b) Desirable Experience:**

Experience in the area of skill development and entrepreneurship. Prior experience with government, multilateral organizations, think tanks, or reputed research institutions is desirable

**c) Job Description:**

i) The Senior Associate/Associate will be responsible to undertake analysis of issues and current trends in skill development within India and in the global context.

ii) Work on strategy papers, discussion papers, reports on themes such as skill development for improving employability, integration of skill development in school/higher education, mapping skill requirements in different sectors, role of technology & innovation for effective

demand-supply match, skill requirements in the context of future of work, role of private sector in skill development, expanding and strengthening apprenticeships.

iii) Developing of suggestions for policy reforms and strategic inputs for policies on themes of Vocational Education and Training, Long-term Skill Training, Skill Development Reforms, Skill Gap Analysis, Strengthening Apprenticeship, strengthening the skilling ecosystem including entrepreneurship and placements.

iv) Appraisal of Cabinet Notes, EFCs, SFCs, PPRs and other proposals on skill development and related issues.

v) Monitor and coordinate research carried out by external collaborators, including monitoring and evaluation of ongoing schemes and programmes.

vi) Assist in organizing meetings, workshops and conferences for sharing knowledge, insights and best practices among States and other stakeholders in the area of skill development and entrepreneurship.

vii) Any other task assigned by Division Head/Higher Authority

## **8. Name of Post: Senior Associate/ Associate (Sustainable Development Goals)**

### **a) Desirable Educational Qualification:**

i) Master's degree in Public Policy, Population studies, Development Studies or a closely related field in Social Science. A candidate having strong background in statistics will be preferred.

ii) More than 70% marks in UG and PG

### **b) Desirable Experience:**

Prior experience of data analysis, monitoring & evaluation, policy analytics and advocacy work, preferably in SDG domain. Demonstrable experience of coordinating with Central Ministries /States/District Administration and Development Agencies

### **c) Job Description:**

#### **Data Analysis & Monitoring**

i) Assist in analyzing national and sub-national data related to SDG indicators.

ii) Support the preparation and refinement of the SDG India Index, Dashboards, and other monitoring tools.

iii) Contribute to the regular review of India's progress on the SDGs and related indices.

#### **Policy & Research Support**

i) Conduct research on SDG-related themes, policies, and best practices, both domestic and international.

ii) Support the preparation of policy briefs, background notes, and strategy documents.

iii) Assist in drafting and editing reports, such as the Multidimensional Poverty Index.



## **Stakeholder Engagement & Coordination**

- i) Liaise with ministries, state governments, international organizations, and other stakeholders for data collection, inputs, and validation.
- ii) Support the organization of consultations, workshops, and capacity-building sessions.

## **Localization of SDGs**

- i) Assist in initiatives that promote localization of the SDGs, ensuring tailored implementation at the state and district levels.
- ii) Support documentation of case studies and best practices from across the country.

## **9. Name of Post: Senior Associate/ Associate (North East Development)**

### **a) Desirable Educational Qualification:**

Post-graduate degree in Public Policy, Development Studies, Economics, Social Sciences, Rural Management, or related fields

### **b) Desirable Experience:**

- i) Experience working with Central Government/State Governments, or Development Partners.
- ii) Demonstrated experience in programme monitoring, data analytics, and policy advisory work.
- iii) Government/development programmes, preferably in areas of governance, livelihoods, health, education, or rural development.
- iv) Strong understanding of government systems, data-driven planning, and inter-departmental coordination.
- v) Excellent communication, writing, and presentation skills.

### **c) Job Description:**

- i) Analytical thinking and problem-solving skills.
- ii) Strong coordination and stakeholder management abilities.
- iii) Excellent command over MS Excel, data visualization and dashboards.
- iv) Ability to work independently and in multidisciplinary teams.
- v) High motivation, integrity, and results orientation

## **10. Name of Post: Senior Associate/ Associate - (Science & Technology)**

### **a) Desirable Educational Qualification:**

B.E/B.Tech or M.E/M.Tech in Electronics Engineering/Electronics and Communications Engineering/Master's Degree in Public Policy/Public Affairs/International Affairs (or equivalent). Preference will be given to persons having educational qualifications from Institutions of National/International repute.

**b) Desirable Experience:**

i) At least one year of experience of working in the Government or reputed Government Organizations or International development agencies, and at least one year of experience of working in Research Organizations, Micro Small and Medium Enterprises and Start-ups.

ii) Preference will be given to persons with work experience in public policy in the domain of Digital Communications, Space Technologies, Electronics and Semiconductors, together with experience in developing policy papers/ evaluation, appraisal and monitoring of Projects & Schemes, etc., in those sectors.

**c) Job Description:**

i) Dealing with all matters pertaining to the Digital India Programme, the Digital Communications Commission, the Space Commission and IN-SPACe, the India Semiconductor Mission and matters generally pertaining to these;

ii) Assisting in the formulation and evaluation of on-going projects and schemes of the Department of Telecommunications, the Department of Space, the Ministry of Electronics & Information Technology; the Department of Posts and other ministries / departments working on relevant matters;

iii) Evaluation of proposals; assisting in undertaking and /or managing policy research and evidence-based analysis and submission of inputs in respect of Cabinet Notes, Standing Finance Committee/Expenditure Finance Committee Notes;

iv) Organizing meetings and workshops; sharing knowledge, experience and best practices; building consensus amongst stakeholders and advocacy towards reforms in the field;

v) Any other issue received from the concerned Ministries/Departments.

**11. Name of Post: Senior Associate/ Associate (Agriculture Policy)**

**a) Desirable Educational Qualification:**

i) Master's Degree in Agricultural Economics, Economics, Public Policy, Policy Analysis, Agricultural Statistics, Economic Modelling, Strategic Management, Econometrics, or related field.

ii) Ph.D. in Agricultural Economics, Economics, Public Policy, Agricultural Statistics, Strategic Management, Econometrics, or related field

**b) Desirable Experience:**

Minimum 5 years' post qualification experience for Masters'degree holders and 3 years for Ph.D. in agricultural economics, policy research, and impact assessment to support evidence-based decision-making for agricultural development

**Technical Skills Required:**

i) Strong knowledge of agricultural policies, rural development, food systems, and trade issues.

ii) Proficiency in data analysis and softwares (Stata, R, SPSS, Python, Excel, ARCGIS).

iii) Excellent writing, communication, and presentation skills.

iv) Ability to work in multidisciplinary teams and engage with diverse stakeholders

**c) Job Description:**

i) Collect, analyze, and interpret agricultural data using statistical and econometric models to forecast trends, and simulate policy outcomes.

ii) Conduct comprehensive analysis of agricultural policies and programs—evaluating price supports, subsidies, trade measures, and food security interventions—and assess their impacts on farmers, consumers, and markets at national and international levels.

iii) Engage with government, farmer organizations, private sector, and international bodies for policy advocacy, while supporting inter-ministerial and inter-state coordination.

iv) Develop strategy reports, policy briefs, research papers, and strategy notes and effective dissemination of research outcomes.

**PROFORMA OF APPLICATION FOR THE POST OF SENIOR LEAD OR LEAD  
(FLEXI POOL)  
[FOR DEPUTATION (INCLUDING SHORT-TERM CONTRACT)/PROMOTION]**

POST APPLIED FOR: **Senior Lead/ Lead**  
Preferred Vertical /Area:

PHOTO

1.	Name& Address (in Block Letters)				
	Mobile No				
	E-mail id				
2.	Date of Birth (in Christian era)				
3.	i)Date of entry into service				
	ii.) Date of retirement under the Central /State Government Rules				
4.	Educational Qualifications				
	Degree/Diploma/ Certificate	University/Board	Main Subjects	Month Year Passing	&% Marks / Division of
i)					
ii)					
iii)					

*(Add rows if required)*

5.	Whether qualifications required for the post are satisfied ( If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)			
	<b>Qualification / Experience Required as mentioned in the advertisement / vacancy circular</b>		<b>Qualification/experience possessed by the officer</b>	
	<b>Essential for Senior Lead</b>			
	a) (i) Holding analogous posts on regular basis in	Pay Level	Since date	

	the parent cadre or department; or (ii) with 3 years regular service in Level – 14 in Pay Matrix and		
	b) 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)	Degree with main subjects	University Month & Year of passing
	c) Minimum 18 years' experience (which shall include up to 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	.....years (Please furnish details at Sl No. 7 below)	
	<b>Desirable, if any, as per vacancy circular:</b>	Degree with main subjects	University Month & Year of passing
5.1	<b>Essential for Lead</b>		
	(i) Holding analogous posts on regular basis in the parent cadre or department; or (ii) with 2 years regular service in Level – 13 A in Pay Matrix or (iii) with 3 years regular service in Level – 13 in Pay Matrix	Pay Level	Since date
	b) 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)	Degree with main subjects	University Month & Year of passing
	c) Minimum 15 years' experience (which shall include up to 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	.....years (Please furnish details at Sl No. 7 below)	

	<b>Desirable, if any, as per vacancy circular:</b>	Degree with main subjects	University	Month & Year of passing
6.	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.			

7. Details of Employment, in chronological order:

Sl No	Office/ Institution	Post held on regular basis / Name of Employer	From (date)	To (date)	*Pay Matrix and Pay Level of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

**\*Important:** Pay Matrix and Pay Level granted under ACP/MACP/NFU are personal to the officer and therefore, should not be mentioned. Only Pay Matrix and Pay Level of the post held on regular basis to be mentioned. Details of ACP/MACP/NFU with present Pay Matrix and pay Level where such benefits have been drawn by the candidate, may be indicated below:

Office/ Institution	Pay Matrix and Pay Level drawn under ACP/MACP Scheme/NFU basis	From (date)	To (date)

8.	Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent		
9.	In case the present employment is held on deputation/contract basis, please state -		
	a) The date of Initial Appointment	b) Period of appointment on deputation/contract	c) Name of the present office / organisation to which the applicant belongs.
			d) Name of the post and Pay of the post held in substantive capacity in the parent organisation
9.1	Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance Vigilance Clearance and Integrity certificate.		
9.2	Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a lien in his parent cadre/organisation		
10.	If any post held on deputation in the past by the applicant, date of return from the last deputation and other details.		



11.	<b>Additional details about present employment:</b> Please state whether working under (indicate the name of your employer against the relevant column)		
	a) Central Government		
	b) State Government		
	c) Autonomous Organization		
	d) Government undertaking		
	e) Universities		
	f) Others (please specify)		
12.	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.		
13.	Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale		
14.	Total emoluments per month now drawn		
	Basis Pay in the pay level	Total Emoluments	
15.	In case the applicant belongs to an Organisation which is not following the Central Government Pay-Scales, the latest salary slip issued by the Organisation showing the following details may be enclosed		
	Basic Pay with scale of pay and rate of increment	Dearness pay/interim relief/other Allowances etc (with break-up details)	Total Emoluments
16.A	<p>Additional information, if any, relevant to the post you applied for in support of your suitability for the post.</p> <p>(This among other things may provide information with regard to</p> <p>(i) additional academic qualifications</p> <p>(ii) professional training and</p> <p>(iii) Work experience over and above prescribed in the Vacancy Circular/Advertisement)</p>		
16.B	<p><b>Achievements:</b> The candidates are requested to indicate information with regard to;</p> <p>i) Research publications and reports and special projects</p> <p>ii) Awards/Scholarships/Official Appreciation Affiliation with the professional bodies/institutions/ societies and;</p> <p>iii) Patents registered in own name or achieved for the organization</p> <p>iv) Any research/ innovative measure involving official recognition</p>		

	v) Any other information. <b>(Note: Enclose a separate sheet if the space is insufficient.)</b>	
17.	Please state whether you are applying for deputation (ISTC).	
18	Whether belongs to SC/ST	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the *Curriculum Vitae* duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having bearing on my selection has been suppressed/withheld.

Place :  
Date :

(SIGNATURE OF THE CANDIDATE)  
Address:

## Certification by the Employer/Cadre Controlling Authority

No.

Date:

The above entries have been verified from the records available in this office and found correct. He/she possesses educational qualifications and experience mentioned in the vacancy Circular. In the event of selection of candidate for the post of Senior Adviser or Adviser, he/ she will be relieved of to join NITI Aayog for his/her new assignment within 30 days on receipt of the communication from the NITI Aayog.

2. The requisite certificates/ documents viz (i) vigilance clearance in the prescribed format duly signed by the CVO;(ii) Integrity Certificate [proforma attached] duly signed by an Officer of the rank of Deputy Secretary or above; and (iii)his/ her CR/APAR Dossier in original or photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above, are enclosed.

Countersigned\_\_\_\_\_

Name & Designation\_\_\_\_\_

(Employer/ Cadre Controlling Authority with Seal)

Date

**PROFORMA FOR SEEKING VIGILANCE CLEARANCE**

**(to be signed by CVO)**

Particulars in respect of the Officer for whom Vigilance Clearance is being obtained.

1.	Name of Officer				
2.	Father's Name				
3.	Date of Birth				
4.	Date of Retirement				
5.	Date of entry into Service				
6.	Service to which the officer belongs (Batch/Year/Cadre)				
7.	Position held (During the preceding ten years)				
Sl.No	Organization	Designation & Place of Posting	Admn./Nodal Ministry /Department	From	To
8.	Whether the officer has been placed on the agreed list or list of officers of doubtful integrity, If yes, full details to be given.				
9.	Whether any allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so what result.				
10.	Whether any punishment was awarded to the officer during the last 10 years. If so, the date of imposition and details of the penalty.				
11.	Is any Disciplinary / Criminal Proceedings / Charge Sheet pending against the officer. [If so, details to be furnished – including reference no., if any, of the commission]				
12.	Is any action contemplated against the officer as on date (if so, the details to be furnished)				
13.	Reason for obtaining vigilance clearance				
14.	Whether IPR for the latest year has been submitted Year and Status (Yes/No).				

Signature  
Designation : Chief Vigilance Officer  
Seal of the Officer

### **INTEGRITY CERTIFICATE**

After scrutinizing Annual Confidential Reports of  
Dr./Shri/Smt./Ms. \_\_\_\_\_, \_\_\_\_\_ who has applied for the post of  
Senior Adviser / Adviser in the NITI Aayog on Deputation (ISTC)/Promotion basis, it is  
certified that his/ her integrity is beyond doubt.

**[To be signed by an Officer of the rank of Deputy Secretary or above]**

**Name & Office Seal :**

**Date :**



APPLICATION FOR THE POST SR. SPECIALIST/SPECIALIST

PHOTO

POST APPLIED FOR: Sr. Specialist or Specialist (Please specify one)

Preferred Vertical /Area:

1.	Name & Address (in Block Letters)				
	Mobile No				
	E-mail id				
2.	Date of Birth (in Christian era)				
3.	i) Date of entry into service				
	ii.) Date of retirement under the Central /State Government Rules				
4.	Educational Qualifications				
	Degree/Diploma/ Certificate	University/Board	Main Subjects	Month & Year of Passing	% Marks/ Division
i)					
ii)					
iii)					

*(Add rows if required)*

5.	Whether qualifications required for the post are satisfied ( If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)			
	<b>Qualification/Experience Required as mentioned in the advertisement/ vacancy circular</b>		<b>Qualification/experience possessed by the officer</b>	
	<b>Essential for Senior Specialist</b>			
	(i) Holding analogous posts on regular basis in the parent cadre or department; or with five years regular service in Level — 12 in Pay Matrix and	Pay Level		Since date
b) 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	Degree with main subjects	University	Month & Year of passing	

	Institute of Engineers (India) or Post Graduate Diploma in Management (Two years)			
	c) Minimum 10 years' experience (which shall include up to 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	..... years (Please furnish details at SI No. 7 below)		
	<b>Desirable, if any, as per vacancy circular :</b>	Degree with main subjects	University	Month & Year of passing
5.1	<b>Essential for Specialist</b>			
	(i) Holding analogous posts on regular basis in the parent cadre or department; or with five years regular service in Level -11 in Pay Matrix and	Pay Level	Since date	
	b) 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)			
	c) Minimum 08 years' experience (which shall include up to 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	..... years (Please furnish details at SI No. 7 below)		
	<b>Desirable, if any, as per vacancy circular</b>			
6	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.			

7. Details of Employment, in chronological order:

Sl No	Office/ Institution	Post held on regular basis / Name of Employer	From (date)	To (date)	*Pay Matrix and Pay Level of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

\* **Important:** Pay Matrix and Pay Level granted under ACP/MACP/NFU are personal to the officer and therefore, should not be mentioned. Only Pay Matrix and Pay Level of the post held on regular basis to be mentioned. Details of ACP/MACP/NFU with present Pay Matrix and pay Level where such benefits have been drawn by the candidate may be indicated below:

Office/ Institution	Pay Matrix and Pay Level drawn under ACP/MACP Scheme/NFU basis	From (date)	To (date)

8.	Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent			
9.	In case the present employment is held on deputation/contract basis, please state -			
	a) The date of Initial Appointment	b) Period of appointment on deputation/contract	c) Name of the present office/ organisation to which the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent organisation
9.1	Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance Vigilance Clearance and Integrity certificate.			
9.2	Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a lien in his parent cadre/organisation			
10.	If any post held on deputation in the past by the applicant, date of return from the last deputation and other details.			
11.	<b>Additional details about present employment:</b> Please state whether working under (indicate the name of your employer against the relevant column)			
	a) Central Government			
	b) State Government			
	c) Autonomous Organization			
	d) Government undertaking			
	e) Universities			
	f) Others (please specify)			
12.	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.			
13.	Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale			
14.	Total emoluments per month now drawn			
	Basis Pay in the pay level		Total Emoluments	

15.	In case the applicant belongs to an Organisation which is not following the Central Government Pay-Scales, the latest salary slip issued by the Organisation showing the following details may be enclosed		
	Basic Pay with scale of pay and rate of increment	Dearness pay/interim relief/other Allowances etc (with break-up details)	Total Emoluments
16.A	<p>Additional information, if any, relevant to the post you applied for in support of your suitability for the post.</p> <p>(This among other things may provide information with regard to</p> <p>(i) additional academic qualifications</p> <p>(ii) professional training and</p> <p>(iii) Work experience over and above prescribed in the Vacancy Circular/Advertisement)</p>		
16.B	<p><b>Achievements:</b> The candidates are requested to indicate information with regard to;</p> <p>i) Research publications and reports and special projects</p> <p>ii) Awards/Scholarships/Official Appreciation Affiliation with the professional bodies/institutions/ societies and;</p> <p>iii) Patents registered in own name or achieved for the organization</p> <p>iv) Any research/ innovative measure involving official recognition</p> <p>v) Any other information.</p> <p><b>(Note: Enclose a separate sheet if the space is insufficient.)</b></p>		
17.	Please state whether you are applying for deputation (ISTC).		
18	Whether belongs to SC/ST/OBC? If yes, specify.		

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the *Curriculum Vitae* duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having bearing on my selection has been suppressed/withheld.

Place :  
Date :

(SIGNATURE OF THE CANDIDATE)  
Address:

**Certification by the Employer/Cadre Controlling Authority**

No.

Date:

The above entries have been verified from the records available in this office and found correct. He/she possesses educational qualifications and experience mentioned in the vacancy Circular. In the event of selection of candidate for the post of Senior Specialist/Specialist he/ she will be relieved of to join NITI Aayog for his/her new assignment within 30 days on receipt of the communication from NITI Aayog.

2. The requisite certificates/ documents viz (i) vigilance clearance in the prescribed format duly signed by the CVO; (ii) Integrity Certificate [proforma attached] duly signed by an Officer of the rank of Deputy Secretary or above; and (iii) his/ her CR/APAR Dossier in original or photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above, are enclosed.

Countersigned \_\_\_\_\_

Name & Designation \_\_\_\_\_

(Employer/ Cadre Controlling Authority with Seal)

Date:

**PROFORMA FOR SEEKING VIGILANCE CLEARANCE**

**(to be signed by CVO)**

Particulars in respect of the Officer for whom Vigilance Clearance is being obtained.

1.	Name of Officer				
2.	Father's Name				
3.	Date of Birth				
4.	Date of Retirement				
5.	Date of entry into Service				
6.	Service to which the officer belongs (Batch/Year/Cadre)				
7.	Position held (During the preceding ten years)				
Sl.No	Organization	Designation & Place of Posting	Admn./Nodal Ministry /Department	From	To
8.	Whether the officer has been placed on the agreed list or list of officers of doubtful integrity, If yes, full details to be given.				
9.	Whether any allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so what result.				
10.	Whether any punishment was awarded to the officer during the last 10 years. If so, the date of imposition and details of the penalty.				
11.	Is any Disciplinary / Criminal Proceedings / Charge Sheet pending against the officer. [If so, details to be furnished – including reference no., if any, of the commission]				
12.	Is any action contemplated against the officer as on date (if so, the details to be furnished)				
13.	Reason for obtaining vigilance clearance				
14.	Whether IPR for the latest year has been submitted Year and Status (Yes/No).				

Signature  
Designation : Chief Vigilance Officer  
Seal of the Officer



INTEGRITY CERTIFICATE

After scrutinizing Annual Confidential Reports of Dr./ Shri/ Smt./Ms. \_\_\_\_\_,  
\_\_\_\_\_ who has applied for the post Senior Specialist/Specialist on Deputation (ISTC)/Promotion  
basis, it is certified that his/ her integrity is beyond doubt.

**[To be signed by an Officer of the rank of Deputy Secretary or above]**

**Name & Office Seal :**

**Date :**

**APPLICATION FOR THE POST OF SENIOR ASSOCIATE/ASSOCIATE**

PHOTO

POST APPLIED FOR: **Senior Associate or Associate (Please specify one)**

Preferred Vertical /Area:

1.	Name & Address (in Block Letters)				
	Mobile No				
	E-mail id				
2.	Date of Birth (in Christian era)				
3.	i) Date of entry into service				
	ii) Date of retirement under the Central /State Government Rules				
4.	Educational Qualifications				
	Degree/Diploma/ Certificate	University/Board	Main Subjects	Month & Year of Passing	% Marks/ Division
i)					
ii)					
iii)					

*(Add rows if required)*

5.	Whether qualifications required for the post are satisfied ( If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)				
	Qualification/Experience Required as mentioned in the advertisement/ vacancy circular			Qualification/experience possessed by the officer	
	<b>Essential for Senior Associate</b>				
	(i) Holding analogous posts on regular basis in the parent cadre or department;  or  with five years regular service in Level - 10 in Pay Matrix	Pay Level		Since date	
b) 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			Degree with main subjects	University	Month & Year of passing

	Institute of Engineers (India) or Post Graduate Diploma in Management (Two years)			
	c) Minimum 5 years' experience (which shall include up to 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	..... years (Please furnish details at SI No. 7 below)		
	<b>Desirable, if any, as per vacancy circular :</b>	Degree with main subjects	University	Month & Year of passing
5.1	<b>Essential for Associate</b>			
	(i) Holding analogous posts on regular basis in the parent cadre or department;  or  with three years regular service in Level - 07 in Pay Matrix	Pay Level	Since date	
	b) 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)			
	c) Minimum 03 years' experience (which shall include up to 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	..... years (Please furnish details at SI No. 7 below)		
	<b>Desirable, if any, as per vacancy circular</b>			
6	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.			

7. Details of Employment, in chronological order:

Sl No	Office/ Institution	Post held on regular basis / Name of Employer	From (date)	To (date)	*Pay Matrix and Pay Level of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

\* **Important:** Pay Matrix and Pay Level granted under ACP/MACP/NFU are personal to the officer and therefore, should not be mentioned. Only Pay Matrix and Pay Level of the post held on regular basis to be mentioned. Details of ACP/MACP/NFU with present Pay Matrix and pay Level where such benefits have been drawn by the candidate may be indicated below:

Office/ Institution	Pay Matrix and Pay Level drawn under ACP/MACP Scheme/NFU basis	From (date)	To (date)

8.	Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent		
9.	In case the present employment is held on deputation/contract basis, please state -		
	a) The date of Initial Appointment	b) Period of appointment on deputation/contract	c) Name of the present office/ organisation to which the applicant belongs.
			d) Name of the post and Pay of the post held in substantive capacity in the parent organisation
9.1	Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance Vigilance Clearance and Integrity certificate.		
9.2	Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a lien in his parent cadre/organisation		
10.	If any post held on deputation in the past by the applicant, date of return from the last deputation and other details.		
11.	<b>Additional details about present employment:</b> Please state whether working under (indicate the name of your employer against the relevant column)		
	a) Central Government		
	b) State Government		
	c) Autonomous Organization		
	d) Government undertaking		
	e) Universities		
	f) Others (please specify)		
12.	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.		
13.	Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale		
14.	Total emoluments per month now drawn		
	Basic Pay in the pay level	Total Emoluments	

15.	In case the applicant belongs to an Organisation which is not following the Central Government Pay-Scales, the latest salary slip issued by the Organisation showing the following details may be enclosed		
	Basic Pay with scale of pay and rate of increment	Dearness pay/interim relief/other Allowances etc (with break-up details)	Total Emoluments
16.A	<p>Additional information, if any, relevant to the post you applied for in support of your suitability for the post.</p> <p>(This among other things may provide information with regard to</p> <p>(i) additional academic qualifications</p> <p>(ii) professional training and</p> <p>(iii) Work experience over and above prescribed in the Vacancy Circular/Advertisement)</p>		
16.B	<p><b>Achievements:</b> The candidates are requested to indicate information with regard to;</p> <p>i) Research publications and reports and special projects</p> <p>ii) Awards/Scholarships/Official Appreciation Affiliation with the professional bodies/institutions/ societies and;</p> <p>iii) Patents registered in own name or achieved for the organization</p> <p>iv) Any research/ innovative measure involving official recognition</p> <p>v) Any other information.</p> <p><b>(Note: Enclose a separate sheet if the space is insufficient.)</b></p>		
17.	Please state whether you are applying for deputation (ISTC).		
18	Whether belongs to SC/ST/OBC? If yes, specify.		

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the *Curriculum Vitae* duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having bearing on my selection has been suppressed/withheld.

Place :

(SIGNATURE OF THE CANDIDATE)

Date :

Address:

**Certification by the Employer/Cadre Controlling Authority**

No.

Date:

The above entries have been verified from the records available in this office and found correct. He/she possesses educational qualifications and experience mentioned in the vacancy Circular. In the event of selection of candidate for the post of Senior Associate/Associate he/ she will be relieved to join NITI Aayog for his/her new assignment within 30 days on receipt of the communication from NITI Aayog.

2. The requisite certificates/ documents viz (i) vigilance clearance in the prescribed format duly signed by the CVO; (ii) Integrity Certificate [proforma attached] duly signed by an Officer of the rank of Deputy Secretary or above; and (iii) his/ her CR/APAR Dossier in original or photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above, are enclosed.

Countersigned \_\_\_\_\_

Name & Designation \_\_\_\_\_

(Employer/ Cadre Controlling Authority with Seal)

Date:



**PROFORMA FOR SEEKING VIGILANCE CLEARANCE**  
**(to be signed by CVO)**

Particulars in respect of the Officer for whom Vigilance Clearance is being obtained.

1.	Name of Officer				
2.	Father's Name				
3.	Date of Birth				
4.	Date of Retirement				
5.	Date of entry into Service				
6.	Service to which the officer belongs (Batch/Year/Cadre)				
7.	Position held (During the preceding ten years)				
Sl.No	Organization	Designation & Place of Posting	Admn./Nodal Ministry /Department	From	To
8.	Whether the officer has been placed on the agreed list or list of officers of doubtful integrity, If yes, full details to be given.				
9.	Whether any allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so what result.				
10.	Whether any punishment was awarded to the officer during the last 10 years. If so, the date of imposition and details of the penalty.				
11.	Is any Disciplinary / Criminal Proceedings / Charge Sheet pending against the officer. [If so, details to be furnished – including reference no., if any, of the commission]				
12.	Is any action contemplated against the officer as on date (if so, the details to be furnished)				
13.	Reason for obtaining vigilance clearance				
14.	Whether IPR for the latest year has been submitted Year and Status (Yes/No).				

Signature  
Designation : Chief Vigilance Officer  
Seal of the Officer

### **INTEGRITY CERTIFICATE**

After scrutinizing Annual Confidential Reports of Dr./ Shri/ Smt./Ms. \_\_\_\_\_,  
\_\_\_\_\_ who has applied for the post Senior Associate/Associate on Deputation (ISTC)/Promotion  
basis, it is certified that his/ her integrity is beyond doubt.

**[To be signed by an Officer of the rank of Deputy Secretary or above]**

**Name & Office Seal :**

**Date :**