

NABARD Consultancy Services
(A wholly owned subsidiary of NABARD)
(An ISO 27001:2022 & 9001: 2015 Company)

Requires Project Based Contract Staff for the post of Middle Level Consultants (01 Post) and Junior Level Consultant (08 Posts) for handling "Tribal Development Projects" at Regional Offices of National Bank for Agriculture and Rural Development

NABARD Consultancy Services (NABCONS) is a wholly owned Company of NABARD and a leading consultancy organization in the field of agriculture and rural development (www.nabcons.com). NABCONS invites ONLY ONLINE applications from Indian Citizens for the posts of Middle Level Consultants (01 Post) and Junior Level Consultant (08 Posts) for handling 'Tribal Development Projects' under Farm Sector Development Department of NABARD in various states across India.

2. (A) Details of vacancies and place of posting is as under:

Sl. No.	Location/Place of posting	Middle Level Consultant	Junior Level Consultant
1	Andhra Pradesh RO		01
2	Chhattisgarh RO		01
3	Jammu RO		01
4	Jharkhand RO	01	
5	Meghalaya RO		01
6	Mizoram RO		01
7	Telangana RO		01
8	Uttar Pradesh RO		01
9	West Bengal RO		01
	Total	01	08
Candidates can apply for only one state at a time			

3. Primary Duties and Key Responsibilities of Middle Level Consultant and Junior Level Consultants

A. Middle Level Consultants

- Desk and field monitoring of projects, analysis of issues pertaining to TDF projects, tracking physical and financial achievements against allocated target, follow up with Project Implementing Agencies (PIAs) etc.
- Follow up with PIAs on digitization of the projects on TDF portal on regular basis and handling issues encountered therein.
- Conduct field visits, studies, convene stakeholder consultations/discussions for policy inputs or for implementation of projects.
- Analysis of feedback received from field studies/consultations and reports.
- Communication and coordination with HO, Line Departments, affiliated organisations, training establishments etc.
- Assist in preparation of Detailed Project Report (DPRs) and draft Memorandum of Sanction (MoS)
- Conduct of project rating exercise, preparation of project-wise monitoring reports and submission of State monitoring report to HO
- Management of database on TDF
- Compilation, checking and management of information uploaded by Junior Level Consultants on TDF Monitoring Software
- Any other work assigned by RO pertaining to TDF assignment

B. Junior Level Consultant

- Monitoring of projects at ground level. Each and every Wadi has to be visited by the Junior Level Consultant and data on different components has to be collected. RO will devise format for collection of data and reporting.
- Upload the project data in Saral survey app and digitization of the project on regular basis
- Conduct of project rating exercise, assist in preparation of project-wise monitoring reports.
- Any other item of work assigned by RO (as per necessity).

4. Details of eligibility criteria for the post of Middle Level Consultants and Junior Level Consultant are as under:

Sl. No.	Position	Educational Qualification and required Experience	Other criteria
1	Middle Level Consultant	Education: MBA/Graduate (preferably in Agriculture or Agri. Business, agri-allied subject) Experience: At least 1-4 years' experience in Natural Resources Management or Financing/Value Chain Management/Agri. Marketing	a) Should have experience in field monitoring and evaluation of NRM projects or tribal development projects. b) Should have database management knowledge. c) Must be proficient in MS Office, MS Power Point, MS Excel.
2	Junior Level Consultant	Education: Graduate from any recognized University Experience: Minimum 1-2 years' experience in Natural Resources Management or Financing /Value Chain Management/ Agri. Marketing	a) Should possess knowledge of operating computer (MS Excel, MS Word, MS power point) and should be able to handle the mobile app designed for the data collection purpose. b) He/she should be physically fit for travelling in rugged sites.

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

Category	Qualifications	Remunerations
Middle Level Consultants	Graduate	Rs. 60,000/- per month
Junior Level Consultants	Graduate	Rs. 40,000/- per month

- The above remuneration will be inclusive of all statutory deductions that NABCONS may be required to make on behalf of the contracted staff. Remuneration will be released after making statutory deductions. The PBCS appointed will be liable for tax liabilities as per Income Tax Act & Rules and the tax will be deducted at source.
- There would be an annual revision in the remuneration by 5% within the range stated

above, which shall be considered after one year of satisfactory service by consultants and enumerators

(A) Other Facilities: In addition to the remuneration as mentioned above other facilities as under will also be provided:

Sr. No.	Particulars	Middle level consultant	Junior Level Consultants
1.	Lodging*	On actual basis subject to a ceiling of i. ₹3500 per diem for metro and non-metro centres [@] ii. ₹3000 per diem for other state capitals/UTs and other major cities [§] iii. ₹2500 per diem for all other centres	On actual basis subject to a ceiling of i. ₹2500 per diem for metro and non-metro centres [@] ii. ₹2000 per diem for other state capitals/UTs and other major cities [§] iii. ₹1500 per diem for all other centres
2.	Travel category	Special permission for flight travel may be accorded by RO, where the one-way train or bus journey is more than 24 hours and urgency of the visit. For all other travels, travel category will be 3AC or hired taxi by RO/Bus.	
3.	Halting allowance[#]	i. ₹1000 per diem for normal, ii. ₹750 per diem in case of stay at hotel, iii. ₹250 per diem in case of residential programmes.	i. ₹800 per diem for normal, ii. ₹600 per diem in case of stay at hotel, iii. ₹200 per diem in case of residential programmes.
4.	Petrol allowance	₹2000	₹4000
5.	Insurance - Premium of comprehensive medical insurance	₹8000 per year	
6.	PF contribution	As applicable	
7.	Mobile expenses	Rs.500 per month	
8.	Permissible absence	24 days per year (@2 days per month) – Leaves can be carried forward within a calendar year	
9.	Printing of visiting card	Not required. A valid Identity card to be provided by NABCONS instead.	
10.	Lunch allowance	₹1500 per month	

* Lodging should be sought only if the journey period and field visits extends beyond **10 hours** (at a stretch). Further, halting allowance should be provided for all the days of the field visits (as per the

norms mentioned above).

@Metro and non-metro centres include Mumbai, New Delhi, Kolkata, Chennai, Bengaluru, Hyderabad, Ahmedabad and Pune.

In case of long-distance travel involving more than **12 hours** journey period at single stretch, halting allowance @₹600 per diem shall be provided.

Other important notes:

1. Local conveyance claims should be processed only for amounts exceeding the petrol allowance provided for Junior Level Consultant category. For example, if two consultants submit claims of ₹3800 and ₹4500, the first consultant will not receive any reimbursement, while the second consultant will be reimbursed ₹500.
2. e-cabs and prepaid taxi services (mentioned under serial number 2 under 'Other important notes') should only be availed for conveyance to and from railway stations, airports and hotel/venue (on production bills in original) for the consultants.
3. Other than the above, the consultants are not eligible for any other facilities/allowance like leave encashment, performance bonus, leave travel concession, etc.

6. Age Criteria

Position	Age as on date of application
Middle Level Consultant	Minimum 24 years and Maximum 61 years
Junior Level Consultant	Minimum 24 years and Maximum 50 years

7. Contract Period

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

8. Termination of contract

Initial 03 months will be of probation period during which NABCONS shall have the right to terminate the services of the individual without any notice period or assigning any reason. Thereafter, the contract is terminable by giving 03 months' notice period on either side as per NABCONS policy

Interested candidates may apply online in the prescribed format for 10 days between 08/07/2025 to 18/07/2025 by clicking on the following links and filling the details therein:

Position	Link to Apply
Middle Level Consultant	https://forms.office.com/r/Gxeffek2ta
Junior Level Consultant	https://forms.office.com/r/BUMWfv024r

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

10. Instructions:

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

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

- Candidates are requested to apply only ON-ONLINE through NABCONS website (www.nabcons.com). No other mode of submission of application will be accepted.

- **Important Dates/ Timelines**

Last date for submission of online applications	18/07/2025
NABCONS reserves the right to make change in the dates indicated above.	

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

11. General Information

- Only Shortlisted candidates will be called for the interview and may also be assessed for their proficiency in MS Office/ data management. Location for the interview will be indicated in the call letter. The candidates may kindly note that any cost incurred by them for attending the interview will not be reimbursed by NABCONS.
- The interview may be held in person or through virtual mode as may be required.
- The applicant may submit the declaration in the Google form with respect to the educational qualification and experience. Self-attested copies of educational qualifications and experience certificates to be compulsorily submitted at the time of the interview. Original documents would be required for verification.
- Place of posting of the posts will be as per the locations mentioned in Section 2A above. The candidates can be posted anywhere in India depending upon the project requirement. Further, as a part of their functioning the above consultants may be required to travel across the mentioned state and other parts of the country from time to time. NABCONS will not provide accommodation for the selected/appointed candidates.
- List of selected and waitlisted candidates for the post will be uploaded in NABCONS website (www.nabcons.com) after the selection process is completed.
- No correspondence will be entertained from any ineligible and non-selected candidate in all matter regarding eligibility, the selection process, documents to be produced for the selection process, assessment, prescribing minimum qualifying standards, number of vacancies, communication of result , etc. the company's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.
- The final appointment will be based on the decision of selection committee constituted for the purpose. Company reserves the right to increase/ decrease the number of posts or not to fill up any of the posts.
- The appointment shall be subject to being found medically fit, for which purpose the candidate shall be required to undergo the protocol of medical tests upon reporting at place of posting. The continuance in NABCONS's service shall be subject to remaining medically fit to discharge duties and responsibilities. The decision of NABCONS regarding medical fitness shall be final and binding on the candidate.
- Merely satisfying the eligibly criteria does not entitle a candidate to be called for the interview. NABCONS reserves the right to call only the requisite number of candidates for the interview depending on number of responses, after preliminary screening / short listing with reference to candidate's qualification, suitability, experience, etc. Applications received after the due date shall not be entertained and will be rejected.
- Under no circumstances applications by hand or any other mode will be entertained. The application submitted through online mode provided in this advertisement will only be accepted. k. The contractually engaged staff shall have no legal claim to regular absorption

either during the period of contract or after the period of contract expires. Similarly, the Contract Appointee will have no claims as to seniority.

- The selected candidates shall not take up any part time / full time employment or assignments else where or do any business during the period of their contract with NABCONS. The engagement shall automatically be terminated if he/ she joins any other organization without giving prior information. In such an event, NABCONS shall have the right to claim compensation/ damages, if any, as it may deem fit.
- NABCONS reserves the right to cancel the recruitment for the captioned posts without assigning any reason at any stage