



**NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ
RAJENDRANAGAR: HYDERABAD-500 030**

Advt. No.18/2024
**File No.NIRDPR/CPRDPSSD/SoEPR/Recruitment/
DDG&OrPosts/2024**
Comp No.16394

**Advertisement for the Posts of Deputy Director General, SoEPR and Director, SoEPR
in the School of Excellence in Panchayati Raj at NIRDPR**

National Institute of Rural Development & Panchayati Raj (NIRDPR), which is the country's apex organization for training and research on various aspects of Panchayati Raj and Rural Development, is setting up a **School of Excellence in Panchayati Raj (SoEPR)** at NIRDPR with support from the Ministry of Panchayati Raj (MoPR), Government of India under RGSA. NIRDPR invites online applications from eligible, driven and committed candidates with a passion for development, for the following positions in the School of Excellence in Panchayati Raj, at NIRDPR, Hyderabad.

1. Deputy Director General, SoEPR

This is an exciting opportunity to establish the School of Excellence in Panchayati Raj as a self-sustained global centre of excellence with a vision and commitment to make an impact on 2,50,000 gram panchayats in the country through the mandate of the School of Excellence in Panchayati Raj. The incumbent is required to lead a team of Panchayati Raj professionals comprising Heads of 9 centres of SoEPR who are responsible for driving various activities ranging from training, capacity building, research; liaison with MoPR and other Ministries of Government of India, build knowledge base and enable transfer of knowledge to various stakeholders of the Panchayati Raj System etc. The SoEPR will also support States through Capacity building initiatives and handholding support delivered through Consultants. The incumbent should have sound knowledge of the Panchayati Raj system and decentralized planning and proven skills in designing any project in the field.

We are looking for a dynamic individual with the following qualifications, experience and skillsets to lead this School of Excellence:

1	Designation	Deputy Director General, SoEPR
2	No. of Posts	One
3	Mode of recruitment	Direct Recruitment on contract basis
4	Age Limit	Not exceeding 62 years as on 06.09.2024
5	Duration	3 years

6	Remuneration	<ul style="list-style-type: none"> • A consolidated amount of Rs.2,50,000/- (Rupees two lakh fifty thousand) only per month plus travel and subsistence on tour as per norms of NIRDPR. • Rent free accommodation will be provided in NIRDPR campus. • In case of retired Government of India employees as applicants, the remuneration will be regulated by OM No.3-25/2020 E.IIIA dated 9th December 2020 of the Department of Expenditure, Government of India. • There will be a scope for performance-based financial incentive linked with achievements in making the SoEPR financially self-sustained.
7	Educational Qualification and Work Experience	<p>Essential</p> <ul style="list-style-type: none"> • Master's degree in any stream of social science from any recognized university with a minimum of 55% marks • Ph.D degree from any recognized university in any stream of social science. • At least 10 (ten) research publications at the levels of Associate Professor and Professor in National and/or International journals on matters related to rural local governance/rural development/rural management/public administration • Minimum of 10 years' combined experience in teaching/research in any recognized university at the level of Associate Professor and Professor • Minimum of 5 years' experience of working on Panchayati Raj <p style="text-align: center;"><u>OR</u></p> <ul style="list-style-type: none"> • Master's degree in any stream from any recognized university with a minimum of 55% marks • Minimum of 15 years' work experience in Development sector out of which 3 years' work experience must be on Panchayati Raj at State/National level, having worked at a Pay Level equivalent to the Pay Level 13 of Government of India for 3 years or equivalent. <p>Desirable</p> <ul style="list-style-type: none"> • Ph.D degree from any recognized university in any stream of social science <p>Note: Preference will be given to applicants having worked in institutions directly associated with training on Panchayats.</p>
8	Knowledge and Skills Required	<ul style="list-style-type: none"> • Advanced knowledge about structure, functions, powers, roles and responsibilities of three-tier Panchayati Raj system and issues related to

		<p>institutional capacity of Panchayats</p> <ul style="list-style-type: none"> • Sound knowledge about Decentralised Planning and other domains of Panchayati Raj system • Skills in designing Projects for strengthening Panchayati Raj system, Decentralised Planning and Capacity Building & Training on Panchayats • Capacity and vision to establish the SoEPR as a self-sustained global Centre of Excellence • Capacity to mentor and monitor research and Capacity building activities • Skills in Project Management, preferably in a government environment • Skills in development of Training Modules on various aspects of Panchayati Raj system • Ability to head knowledge based organization and raise it to global levels of excellence. • Sound knowledge and experience in managing Human Resources, Finance and Administration, preferably in a Government based organizations. • Proficiency in writing and speaking English and speaking Hindi • Soft skills including proficiency in MS Office, particularly Excel, and sound presentation skills
9	Job Description	<ul style="list-style-type: none"> • To work as Head of the SoEPR reporting to the Director General of NIRDPR and under guidance of the Project Steering Committee • To lead activities for creation and deepening of knowledge base at the SoEPR and its effective transfer to various stakeholders of the Panchayati Raj system • To mobilise and utilize national and international best practices in rural local governance • To work for financial sustainability of the SoEPR • To guide and mentor the Heads of the 9 Centres set up under the SoEPR for effective management of the Centres • To guide and mentor the Heads of the 9 Centres in designing and implementing their research/action research and Capacity Building & Training related activities pertaining to the relevant domains of the Panchayati Raj system • To guide and mentor the SIRDs in designing and implementing their research/ action research and Capacity Building & Training related activities pertaining to the relevant domains of the Panchayati Raj system

		<ul style="list-style-type: none"> • To maintain liaison with the MoPR and other Ministries of Government of India, the State Panchayati Raj Departments and SIRDs in matters related to the domains of the SoEPR • To work as controlling authority in respect of the Human Resources to be working in the 9 Centres of the SoEPR and the State Units at SIRD level • To monitor and evaluate the performance of the Human Resources in the 9 Centres of the SoEPR and in the State Units to be located at the SIRDs • To discharge such other responsibilities as may be assigned by the Director General of NIRDPR and the Project Steering Committee
--	--	--

2. Director, SoEPR

We are looking for a competent professional with strong administrative skills and sound knowledge of the Panchayati Raj system to assist the Deputy Director General of the SoEPR in managing the activities of the SoEPR ranging from administrative and financial matters to training, capacity building, Human Resource Management of the Centre, monitoring the performance of the 9 centres of SoEPR and the state units located in SIRDs etc.

The skill sets required and the deliverables of the Director, SoEPR are as under:

1	Designation	Director, SoEPR
2	No. of Posts	One
3	Mode of Recruitment	Direct Recruitment on contract basis
4	Age Limit	Not exceeding 62 years as on 06.09.2024
5	Duration	3 years
6	Remuneration	<ul style="list-style-type: none"> • A consolidated amount of Rs.1,50,000/- (Rupees one lakh fifty thousand) only per month plus travel and subsistence on tour as per norms of NIRDPR. • In case of retired Government of India employees as applicants, the remuneration will be regulated by OM No.3-25/2020 E.IIIA dated 9th December 2020 of the Department of Expenditure, Government of India.
7	Educational Qualification and Work Experience	<ul style="list-style-type: none"> • Master's degree in any stream from any recognized university • Minimum of 10 years' work experience in Administration out of which 5 years' work experience must be in the Development sector including

		<p>work experience in Panchayati Raj at State/National level, having worked at a Pay Level equivalent to the Pay Level 12 of Government of India or equivalent in a State scale for at least 5 years</p> <p>Note: Preference will be given to applicants having worked in institutions directly associated with training on Panchayats.</p>
8	Knowledge and Skills Required	<ul style="list-style-type: none"> • Sound knowledge of administration in a government environment with focus on Human Resource Management • Sound knowledge about structure, powers, functions, roles and responsibilities of three-tier Panchayati Raj system • Skills in designing any Project for strengthening Panchayati Raj system, Decentralised Planning and Capacity Building & Training on Panchayats will be given preference. • Proficiency in writing and speaking English and speaking Hindi • Soft skills including proficiency in MS Office, particularly Excel, and sound presentation skills
9	Job Description	<ul style="list-style-type: none"> • To work under control of the Deputy Director General, SoEPR and to provide support to her/him in managing the SoEPR • To work as Member-Secretary of the Project Steering Committee • To look after the administrative and financial matters of the SoEPR • To coordinate with and guide the State Units working with the SIRDs in Capacity Building & Training related activities pertaining to the relevant domains of the Panchayati Raj system • To assist the Deputy Director General to manage the Human Resources in the 9 Centres at the School level and at the State Units located at SIRD level • To assist the Deputy Director General to monitor and evaluate the performance of the 9 Centres of the SoEPR and the State Units to be located at the SIRDs • To discharge such other responsibilities as may be assigned by the Deputy Director General of the SoEPR, Director General NIRDPR and the Project Steering Committee

General Conditions

1. The candidates need to apply through online registration available on the website <http://career.nirdpr.in/>
2. The offered assignment is purely on contract basis and does not envisage any form of regular appointment at NIRDPR in future.
3. The candidates who are not capable of conducting official tour frequently with staying outdoors are not suitable for the assignments.
4. Higher pay may be granted to the deserving candidates.
5. Age, experience and qualification will be reckoned as on 06.09.2024. Clear quality attested photostat copies of all important certificates and documents must be uploaded with the online application.
6. Candidates are advised to satisfy themselves before applying that they possess the essential qualifications, knowledge, skills and work experience as on the reference date as laid down in the Advertisement.
7. In case of a large number of applications, the Institute may shortlist the candidates as may be necessary.
8. The Institute reserves the right to relax any of the requirements i.e. Age, Work Experience etc. in exceptional cases.
9. Selection of eligible candidates will be done through a fair competitive process. Canvassing in any form will be treated as a disqualification.
10. No correspondence or telephonic enquiry will be entertained as regards shortlisting, calling for interview, selection, engagement or posting.
11. Date, time and venue of Written Test and/or Interviews will be communicated to shortlisted candidates only.
12. Only the shortlisted candidates will be called for Written Test and/or Interview as applicable and no TA / DA will be given for attending the Written Test/Interview.
13. The prescribed qualifications and experience are minimum and the mere fact that a candidate possesses the same will not entitle him/her for being called for Written Test and/or Interview.
14. In case of any inadvertence in the process of selection which may be detected at any stage even after the issue of engagement letter, the Institute reserves the right to modify/withdraw/cancel any communication made with the candidates.

15. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the Institute shall be final.
16. Candidates may regularly visit the website of NIRDPR for further information/updates, if any.
17. Applications received after the due date and time will not be considered.
18. The final results will be communicated to the selected candidates only.
19. The last date for submission of online application is **06.09.2024**
20. If any incumbent, after contractual engagement on successful completion of all the stages of the Recruitment process, submits resignation, she/he will have to serve a notice period of two months with fully satisfactory performance before release.
21. Candidates who have not been shortlisted have the option of representing within 2 days of display of shortlisted candidates on the website, failing which no further claim in this regard will be entertained.

Sd/-
Assistant Director
Administration (Section-I)