

No. A-50011/1/2017-Estt
Government of India
Ministry of Consumer Affairs, food & Public Distribution
Department of Consumer Affairs

Krishi Bhavan, New Delhi
Dated 14.3.2018

ADVERTISEMENT

Subject: **Engagement of Young Professionals on contract basis.**

Ministry of Consumer Affairs, Food & Public Distribution, Department of Consumer Affairs seeks to engage 04(Four) Young Professionals are needed to engage in full fledged capacity provide valuable inputs to the Department in the fields mentioned below:- (a) consumer awareness, innovative methods of advertisement, developing content related with tag line “**Jago Grahak Jao**” in the social Media. (b) Young Professionals in this Department are also required to carry out research and analysis in the price of agricultural commodities, Legal aspect generation of commodity specific reports every month, Maintaining of data of essential food commodities including its production, consumption, export, import, global prices etc. (c) The Young Professional would be involved in the work related to protection of Consumer of the country and legal aspect associated with it. (d) Young Professionals with expertise in costing of Agriculture commodities. Jobs Description and qualification requirements are given at **Annexure-I**

2. The Terms and Conditions for the engagement of Yung Professionals shall be as under:

01.	Name of Post	Young Professional
02.	Number of Posts	04 (Tentative- Actual may vary)
03.	Period of Contract	Initially for a period of 1 years [can be extended upto 3 years-one year at a time, on the recommendation of Competent Authority]. In case a person leaves before completion of one year, he/she will not get any work certificate.
04.	Method of Recruitment	Contract Based through Open Market
05.	Age limit	Candidates should be below 32 years of age as on 1 st January 2018.
06.	Remuneration per month	An initial consolidated amount of Rs. 40,000/- per month. Rs. 5,000/- conveyance charges is admissible.
07.	Educational Qualification	<u>Essential</u> (i) Post Graduate/diploma in Economics/ Statistics /Business Economics/digital marketing/advertising/mass communication/L.LB/CA (Inter) or equivalent. [see Annexure-I] <u>Desirable</u> Persons with M.Phil. or additional qualifications/experience in legal field/ research experience in the relevant field would be preferred.

08.	Job Description	Young Professionals (YPs) will be required to provide high quality inputs in disciplines like in the price of agricultural commodities, generation of commodity specific reports every month, Marinating of data of essential food commodities including its production, consumption, export, import, global prices etc. The Young Professional would involve in the in the work related to protection of Consumer of the country.[See Annexure-II]
09.	Place of Posting	New Delhi

3. Interested candidates may send their bio-data in the enclosed format (Annexure-II) by post only so as to reach the following address latest by **13th April 2018 (by 5.30 PM)**.

Under Secretary (Establishment)
Ministry of Consumer Affairs, food & Public Distribution
Department of Consumer Affairs
Room No.373C,Krishi Bhavan
New Delhi-110001



(A.K.Pandey)

Under Secretary to the Govt. of India
Tele: 23381120

1. All the Ministries and Departments of the Govt. of India with the request to give wide publicity to the circular among the concerned.
2. All the Sections in Department of Consumer Affairs.
3. NIC Cell with the request to upload the circulars on the website of this Ministry.

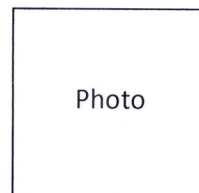
Job Description for Young Professional in Department of Consumer Affairs.

S.No.	Name of Division	Requirement	Job Description	Qualification Requirement
1.	Consumer Protection Unit	01	Strengthening of the Consumer Fora, Consumer Protection Bill, State Consumer Helpline, Confonet, All matter of NCDRC, All the work relating to Supreme Court Appointed Committee including appointment of consultants, Inter-Ministerial Monitoring Committee on Misleading Advertisements including all the matter pertaining to Advertising standard Council of India (ASCI), etc.	Post Graduate/diploma in Economics/ Statistics /Business Economics/ / digital marketing /advertising/mass communication /L.LB/CA (Inter) or equivalent Profound Computer Knowledge Note: Individual should have legal background and experience of at least one year in handling legal work/drafting of rules/regulations etc.
2.	Price Monitoring Cell	01	(i) Maintaining a data bank related to essential food commodities including its production, consumption, export, import, global prices, (ii) Carrying out both quantitative and qualitative analysis of prices of agricultural commodities by studying data trends as well as various developments related to agricultural commodities. (iii) Studying the prices of agricultural commodities and their likely trend. (iv) Marking commodity specific reports every month based on the above analysis.	Post Graduate in Economics/Statistics/Business/Economics/equivalent with the ability to work on Statistical/Econometric Software/packages/CA (Inter) or equivalent. Profound Computer Knowledge
3.	Publicity	01	(i) Researching the strategy so far being adopted for creation of consumer awareness, (ii) Suggesting cost effective methods of targeting the internet users in a more focused manner with special emphasis to reach out to younger generation. (iii) Developing interesting content for use in Twitter and Facebook based on the core activities of this Department. (iv) Suggesting other innovative methods of advertisement.	Post Graduate Degree/diploma in digital marketing/Marketing/advertising/Mass Communication with the ability of content writing/ CA (Inter) or equivalent. Profound Computer Knowledge
4.	Cost	01	(i) Document verification for finalisation of cost of commodities procured. (ii) Analysis of costs of commodity and Report Preparation. (iii) Working out provisional cost of procured commodities. (iv) Analysis of Profit and loss accounts and Fund Flow Statements.	Post Graduate in Economics/Statistics/Business/Economics/ Chartered Accountant (Inter) equivalent with the ability to work on Statistical/Econometric Software/packages/ CA (Inter) or equivalent. Profound Computer Knowledge

Annexure- II

Application for Young Professionals in D/o Consumer Affairs.

Personal Details:-



1. Name-
2. Father's Name-
3. Date of Birth-
4. Age as on 01.01.2018-
5. Domicile:-
6. Nationality-
7. Correspondence Address-
8. Permanent Address-

9. Educational Qualification (list from Graduation onwards):

S.No.	Course	Subject	University/Institute	Year of Passing	Division/Grade	% Marks
1.						
2.						
3.						

10. Work Experience, if any-

S.No	Organisation/Institute	Period from	Nature of Work	Remarks

11. Language Proficiency-

S.No	Language	Read	Write	Speak
1	Hindi			
2	English			

12. Any other specific information in relation to essential/desirable qualifications and experience (use separate sheets, if necessary).

Signature of candidate with date
Email
Mobile: