



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

Requirement of Project Based Contract Staff as Faculty Associates at National Bank Staff College, Lucknow, Apex Training Institute 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 Faculty Associates (03 Posts) on contract basis, as Project Based Contract Staff, at National Bank Staff College, Lucknow, Apex Training Institute of National Bank for Agriculture and Rural Development

A. Details of vacancies and place of posting is be as under:

S. No.	Post Name	Field	No. Posts	Place of Posting
1	Faculty Associate	Media (Graphics)	1	Lucknow, UP
2		Information Technology	1	
3		Economics	1	

Key Responsibilities-

1. Primary Duties and Key Responsibilities of Faculty Associates are as under:

S.No	Posts	Key Responsibilities
i.	Media (Graphic Design – 01 FA)	<p>The primary duties and responsibilities as Media (Graphic Design – 01 FA) shall be as follows:</p> <ul style="list-style-type: none"> Facilitate FMs in ideation, script writing, updating and content development Design graphics/ animation/ interactive media Facilitate FMs in preparation of extended learning material, questions Facilitate setting up Virtual Classrooms, Massive Online Open Courses (MOOC)
ii	Information Technology (01 FA)	<p>The primary duties and responsibilities as Information Technology (01 FA) shall be as follows:</p> <ul style="list-style-type: none"> Operationalization of e-learning: –Coordinating with vendors, DIT and Academics in implementation and trouble shooting Facilitate upgradation of LMS portal, keeping in tune with the expectations of the users Maintenance activity relating to LMS portal, NBSC website Periodic updation of NBSC website Capacity building of staff members on features of LMS portal Putting in place a sound/ seamless MIS system

		<ul style="list-style-type: none"> Maintenance & upgradation of Training Management System – dashboard
iii	Economics (01 FA)	<p>The primary duties and responsibilities as Economics (01 FA) shall be as follows:</p> <ul style="list-style-type: none"> Conduct of Studies: Preparation of base data and planning Studies, data compilation and data crunching, data analysis after conduct of study by FMs, editing and finalization of reports. Preparation of case studies: Helping FMs to design and develop case study for use in training programmes. Documentation of studies: Facilitating FMs in video recording and documentation of select studies, developing success stories. Organising consultative meets (FMs of other TEs and other organisations' Training Institutions) : Facilitating in conduct of such meets NBSC lecture series & Panel discussion: Corresponding and coordinating with guest speakers and ensuring logistics for arranging lectures through VC Other new academic initiatives: Faculty Associates may also help in the new academic initiatives proposed, viz., grounding and operating Ask a Question module, Employee surveys, Nab Quiz, NBSC Crossword, NBSC@RO, NBSC discussion Forum, NBSC journal & Newsletter, NBSC-in-Voice, etc. and any other initiatives in future.

2. Other responsibilities:

All the three FAs may also provide need-based support to the FMs in the following areas:

- i. Conducting of entry exit test for trainees, PAQ revision and compilation
- ii. Monitoring nominations and managing logistics in conducting programme
- iii. Facilitating FMs in managing field visits during on-location programmes and collaborative programmes.
- iv. PCR compilation and follow up
- v. Data maintenance of training programmes
- vi. Research inputs for sessions to be taken by FMs
- vii. Any other work assigned by the FMs

B. Eligibility Criteria

S. No.	Criteria	Media (Graphic Design)	Information Technology	Economics
1	Minimum Qualification	Bachelor's Degree in Graphic Design (B. Des.) or a related field with minimum 60% marks or equivalent CGPA	Bachelor's Degree in Information Technology/ Computer Engineering (B.Tech./BE) or Masters in Computer Application (MCA) or a related field with minimum 60% marks	Master's Degree in Economics (MA or MA (Hons) or MSc) with minimum 60% marks or equivalent CGPA

			or equivalent CGPA	
2	Minimum Experience	Minimum experience of 1-2 years, with preference for 2 years' experience, in designing graphics/animation /interactive media/infographics / audio-visual graphics	Minimum experience of 1-2 years, with preference for 2 years' experience, in database management, data analytics, operational expertise in Articulate 360 or equivalent software, expertise in Microsoft Office 365	Minimum experience of 1-2 years, with preference for 2 years' experience, experience in econometrics, applied statistics etc.
3	Language Requirements	Candidate should have working knowledge of English & Hindi.	Candidate should have working knowledge of English & Hindi.	Candidate should have working knowledge of English & Hindi.
4	Other criteria	Master's Degree in Graphic Design (M. Des.) or in any other relevant area preferred.	Master's Degree in Information Technology/ Computer Engineering (MTech. or ME) or in any other relevant area preferred.	None

C. Age Criteria:

Position	Age as on 1 st August 2021
Faculty Associate (Graphic Design/IT/Economics)	Minimum 25 years and Maximum 35 years for all posts

D. Remuneration:

Candidates will be paid consolidated remuneration (u/s 192 of the IT Act) based on the experience, educational qualification and overall suitability of the candidate for the post. The amount 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.

Category	Remuneration
Faculty Associate (Graphic Design)	₹40,000 to ₹60,000/- per month, depending upon qualifications and experience
Faculty Associate (IT)	₹40,000 to ₹60,000/- per month, depending upon qualifications and experience
Faculty Associate (Economics)	₹50,000 to ₹70,000/- per month, depending upon qualifications and experience

@The staff will be liable for tax liabilities as per Income Tax Act & Rules in force and the tax will be deducted at source.

E. Other Facilities

In addition to the remuneration as mentioned above other facilities as under will also be provided:

S.No	Particulars	Eligibility
A	Allowance during field visits	
i	TA/Conveyance/Hotel/HA	• As per NABCONS Policy
ii	Tours	• Maximum 6 tours in one year are envisaged
B	Insurance	
i	Reimbursement of premium of comprehensive medical insurance	₹6500/- per year
C	Other	
i	Permissible absence (other than Sunday / holiday)	18 days per year
ii	Provident Fund	As per extant guidelines of NABCONS

F. Contract Period:

The PBCS will be appointed on contract basis initially for a period of one year which may be extended based on requirement of the project and performance or will be co-terminus with the project period.

G. Termination of contract

The contract service will be of temporary nature and can be terminated by giving notice period of 3 months from either side.

H. How to Apply:

Interested candidates may apply online in the prescribed format within 10 days from 17 August 2021 to 26 August 2021 by clicking on the following links and filling the details therein:

Position	Link to Apply
Faculty Associate (Graphic Design)	https://forms.gle/FZ4bXnkQFHRyrrxd8
Faculty Associate (IT)	https://forms.gle/UbdHdUR7oNnGgG9A
Faculty Associate (Economics)	https://forms.gle/vynPrvRChFctnp8m7

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.

I. Instructions:

- i. Before applying, candidates should read all the instructions carefully and ensure that they fulfill 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.
 - ii. Candidates are requested to apply only ON-ONLINE through NABCONS website
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(www.nabcons.com). No other mode of submission of application will be accepted. _

iii. **Important Dates/ Timelines**

Last date for submission of online applications	26 August 2021
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).

J. General Information

- Only Shortlisted candidates will be called for the interview and may also be assessed for their proficiency in MS Office/ data management. The interview will be conducted in an online mode. The candidates may kindly note that any cost incurred by them for attending the interview will not be reimbursed by NABCONS.
 - 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 Faculty Associates appointed will be at National Bank Staff College in Lucknow, UP. Further, as a part of their functioning, the selected candidates may be required to travel across the mentioned states 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. The validity of the panel of selected and waitlisted candidates will be one year from the date of result.
 - 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.
 - 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
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elsewhere 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.

Advt. Ref. No. NABCONS/CO-HR/005/PBCS/2021-22

Dated: 17 August 2021