

A-12034/03/2022-Adm.I
Government of India/Bharat Sarkar
Ministry of Labour & Employment/Shram Aur Rozgar Mantralaya

CIRCULAR

Ministry of Labour & Employment invites applications for engagement of Young Professionals (YPs) from open market purely on contractual basis.

2. The guidelines for engagement of Young Professionals in this Ministry containing the details regarding eligibility criteria, selection procedure, etc. are available on the website of the Ministry of Labour & Employment, i.e., <https://labour.nic.in>. The candidates are advised to go through these guidelines before submitting their applications.

3. The general requirements and other terms and conditions for the engagement are as under: -

1.	Name of position	Young Professionals (YPs)		
2.	Number of positions	09 (nine) As per qualifications mentioned at Sl. No. 7		
3.	Method of recruitment	Contract Based through Open Market		
4.	Age Limit	Candidates should be below 32 years of age as on the date of advertisement		
5.	Tenure	The engagement would be purely on contractual basis for a fixed period of one year which may be extended by one year at a time up to a maximum tenure of three years from the date the candidate joins the assignment. However, being a contractual arrangement, the engagement could be terminated at any time by the competent authority without assigning any reasons.		
6.	Remuneration (per month)	Rs. 60,000 (Consolidated inclusive of all)		
7.	Education qualification	Sl. No.	No. of YPs required	Essential Qualification
		i.	8 (Eight)	Bachelor of Law, B.E./ BTech or Masters in Science/ Technology/ Commerce/ Statistics/ Mathematics/ Economics/Public Policy/ Management/ 2 Years PG Diploma in Management
		ii.	1 (One)	Masters in Mass Communication or Masters in Journalism or Masters in Public Relations or Masters in Mass Multimedia & Communications
		<u>Desirable</u> Persons with Master's Degree in the relevant field, additional qualifications, research experience, published papers and post qualification experience in the relevant field would be given preference.		
8.	Experience	<u>Essential</u> Two years experience in the relevant field.		

9	Nature of Duties:	<u>Sl. No.</u>	<u>Reference</u>	<u>Nature of Duties</u>
		1	Para 7(i)	To assist Senior officers and various committees in drafting of legislations, rules and regulations and their implementation / to provide assistance for the work related to Viksit Bharat 2047/ any other similar/related work.
		2	Para 7(ii)	Research, write for media campaigns. Develop creatives for print, audio, visual, social media. Support communication plans, collate info, monitor media, execute strategies.

4. **General Terms and Conditions of Engagement:**


General terms and conditions regarding engagement of Young Professionals viz. Remuneration, Allowances, Age Limit, Leave, Working Hours, Period of Engagement as YP, etc. will be governed by the Guidelines for engagement of Young Professionals, available at https://labour.gov.in/sites/default/files/engagement_of_consultants.pdf.

How to Apply:

- i. Interested eligible candidates may submit their duly filled applications in the prescribed Application Form (Annexure-A) at the following address:

**The Under Secretary (Admn.I)
Ministry of Labour & Employment,
Room No. 111 (Cabin),
Shram Shakti Bhawan, Rafi Marg,
New Delhi - 110001
Email ID : adm1@nic.in**

- ii. Applications should reach the undersigned by post or by email (adm1@nic.in) or through Drop Box of the Ministry installed at the reception **within 15 days** from the date of issue of this circular. Applications received after due date will not be considered.


(Rahul Sinha)
Under Secretary to the Govt. of India
Tel: 23766903

To,

1. NIC, M/o Labour & Employment with a request to upload this Circular on the website of this Ministry under the relevant heading.
2. NCS, M/o Labour & Employment with a request to upload this Circular on the NCS portal.
3. Notice Board

**Application for the post of Consultants / Young Professionals in the Ministry of Labour
& Employment, New Delhi**

		Recent Passport Size Photograph		
1.	Full Name (in Block Letters)			
2.	Father's/Husband's Name			
3.	Date of Birth			
4.	Gender			
5.	Contact details	Mobile No./Tel. No.		
		Email ID		
6.	Address for communication			
		PIN:		
7.	Age as on date			
8.	Whether UR/SC/ST/OBC/EWS			
9.	Whether physically handicapped			
10.	Educational Qualification (Please enclose copy of Certificate/ Mark Sheet from Secondary onwards)			

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Sl.No.	Year	Name of University / School	Name of the Course	Main Subject / Discipline	Date of starting	Date of completion	Duration of Course	Total Marks	Percentage

11.	Desirable Qualification	
12.	Technical Qualification	
13	Details of Computer Knowledge	
14.	Work Experience	
A	Employer Name	
B	Post Held	
C	Emoluments	
D	Date of joining in Organization	
E	Date of leaving of Organization	
F	Job responsibility	
15.	Experience of the last 10 years (assignment-wise) [A separate sheet may be annexed]	
16.	Whether any Criminal case is pending against you? If yes please give details at the end	
17.	Whether you were convicted by any court at any time in your life? If yes, please give details at the end	
18.	Whether you have any conflict of Interest or pecuniary interest that you could	

derive by working in this assignment with the Government of India? If yest, please give details at the end.	
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I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false OR incorrect/incomplete or ineligibility being detected at any time before *or* after selection/interview, my candidature is liable to be rejected and I shall be bound by the decision of the Ministry of Labour & Employment. I have read this circular and ready to accept all the terms and conditions for engagement of YPs.

Place:

Date

Signature
(Full name of the applicant)

Encl.

1. Educational Qualification from Secondary onwards
2. Detailed CV
3. Last salary slip
4. Work Experience Certificate