

No.A-12015/02/2012-Admn
Government of India
Ministry of Drinking Water & Sanitation

8th floor, Paryavaran Bhavan, CGO Complex,
Lodhi Road, New Delhi – 110 003.

Dated : 14th March, 2013

To


1. All Ministries/Departments for circulation among the undertakings/autonomous bodies under their charge.
2. All State Secretaries incharge of PHE Departments.(28 Nos)
3. Central Ground Water Board
4. All IITs (15 Nos)
5. Central Pollution Control Board
6. NBCC
7. SCOPE
8. WAPCOS
9. CPWD
10. KEY RESOURCE CENTRES (20 Nos)

Subject : Engagement of Consultant-Database in National Resource Centre (NRC) of the Ministry of Drinking Water & Sanitation.

Sir.

I am enclosing a copy of the Circular dated 14th March, 2013 on the subject cited above and to request you to kindly give it wide publicity in your Organization enabling this Department to fill up these posts from suitable candidates.

Yours faithfully.


(K.Narayana Reddy)

Under Secretary to the Govt. of India
Telefax :24368612

Copy to:-

The Technical Director(NIC) for hosting on Ministry's website www.ddws.nic.in as well as on the website of India Water Portal/Solution Exchange/Dev Net/Water Community Solex/ISP/Hindi Water Portal/IWF

No. A-12015/03/2012/Admn.
Government of India
Ministry of Drinking Water and Sanitation

8th Floor, Paryavaran Bhawan,
CGO Complex, Lodhi Road, New Delhi,

Dated the 14th March, 2013

CIRCULAR

Subject: Engagement of Consultant (Database) in National Resource Centre (NRC) of the Ministry Drinking Water and Sanitation

The Ministry of Drinking Water and Sanitation requires the services of the following outside experts/retired Government servants for appointment as non-official Consultants.

S. No	Field	Assignment	Essential Qualification	Desirable Qualification	Essential Experience	Desirable Experience
1	Consultant (Database)	Consultant	M.Sc. (Statistics)/ M. Stat/M. Sc. (OR) with Diploma in Statistics	M. Phil/P.hd.	3 years in data analysis/statistical analysis. Experience in using SPSS/SAS/ Systats or any other Statistical tool. Forecasting/ Regressions Analysis/ Correlation	Experience in areas of Drinking Water/Sanitation/ Water Resources

Desirable Requirements

- Strong communication skills, both oral and written
- Analytical and presentation skills with ability to generate a well researched and written report.
- Experience in collection, compilation and analysis of statistical data, computer skills and preparation of Project Reports/Reviews/Notes/Briefs etc.

2. Job Description: - As per Terms of Reference at Annexure-I.

3. Duration:

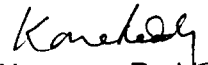
Candidates selected will be appointed on contract basis for an initial period of one year. This term can be extended upto maximum 5 years depending on the performance of the candidate/need of the department. . .

4. **Fee:** - The consolidated fee shall range between Rs 40,000 to Rs. 70,000/- per month for Consultant (Database) depending on the qualification and work experience of the selected candidate.
5. **Local Conveyance:** - Consultant will be paid an additional amount of Rs.3,000/- per month as local conveyance.
6. Interested persons may send their Curriculum Vitae in the format at Annexure-II by e-mail followed by post indicating the category for which the applicant has applied to the following address:

**UNDER SECRETARY (ADMN.)
MINISTRY OF DRINKING WATER & SANITATION
8TH FLOOR, PARYAVARAN BHAWAN
C.G.O. COMPLEX, LODI ROAD,
NEW DELHI-110003**

E-MAIL : ddws_usadm@nic.in

Last date for receipt of the applications will be the 15th day from the date of publication of the advertisement in the newspaper.


(K. Narayana Reddy)
Under Secretary to the Govt. of India
Telefax: 24368612

Terms of Reference for Engagement of Consultant (Database) in National Resource Centre (NRC) of the Ministry of Drinking Water and Sanitation

Consultant (Database)

1. Outline of the Tasks to be carried out:

- Identifying data gaps in IMIS with respect to the rural water supply domain;
- Improvement in quality of data received through IMIS;
- Trend/Time series analysis of data;
- Enabling usage of various E-Governance tools by Ministry of Drinking Water and Sanitation;
- Visiting States for review and technical guidance and providing reports;
- Any other task entrusted by the Ministry.

2. Schedule for Completion of tasks

- On a regular basis as per requirement of Ministry of Drinking Water and Sanitation;

3. The supports or inputs to be provided by Ministry of Drinking Water and sanitation

- The Consultant (Database) will report to the Director, Drinking Water Supply/Director, Sanitation and Director, Water Quality in respect of their subjects.

4. Deliverables:

- Guidance note for refining the data base structure in order to accommodate the data gaps and improvement of data quality;
- Analytical reports for ensuring improved planning;
- Guidance note for development of a GIS for data analysis;
- Notes for usage of various E-Governance tools;
- Any other as per requirement of MDWS.

**Application format for appointment as Consultant (Database)
In National Resource Centre (NRC) of the Ministry of Drinking Water and Sanitation**

1. Name: _____

2. Father's Name: _____

3. Date of Birth: _____

4. Domicile: _____

5. Nationality: _____

6. Mailing address (with Tel./Mob. No. and E-mail address) _____

7. Permanent address: _____

8. Educational Qualification:

S.No.	Course	Subject	University/Institute	Year of Passing	Division/Class

9. Work Experience:

S.No.	Organisation/ Institute	Period		Nature of work	Remarks
		From	To		

10. Whether SC/ST/OBC : _____

11. Reference

(i)

(ii)

(Signature)

Date: _____