

No. A-12017/01/2014-Admn.
Government of India
Ministry of Drinking Water and Sanitation

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

Dated the 10th September, 2014

CIRCULAR

Subject: Engagement of Consultants in National Resource Centre (NRC) of the Ministry of 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 Consultant.

S. No.	Assignment	Essential Qualifications	Desirable Qualifications	Proposed Experience
1	Consultant – Hydrogeology & Water Resource Management	M. Sc. (Hydrogeology) / M. Tech (WR)	Ph. D in Hydrogeology	+10 years in G/W and S/W investigation including GIS/Remote sensing applications
2	Consultant – Capacity Building (Social) and Institutional Development	Any Masters Degree	MBA (HR)	+10 years in Rural Development
3	Consultant – Sanitation & Waste Management	Any Masters Degree	Ph. D	+10 years in Rural Development with five years in Sanitation and SLWM

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 ministry.

4. **Fee:** - The consolidated fee shall range between Rs 40,000 to Rs. 70,000/- per month depending on the qualification and work experience of the selected candidates.

5. **Local Conveyance:-** Consultants 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

Annexure - I

1. Consultant in Capacity Building (Social) and Institutional Development

(1) Outline of the Tasks to be carried out:

- Identifying capacity gaps;
- Guiding the design of training modules and capacity building plans for the States utilizing a network of institutions/organization for engineers, Block Resource Centres (BRC), District Water and Sanitation Mission (DWSM) for PRI and VWSC members and grassroots level workers like masons, pump operators, etc. to improve their effectiveness in
 - a) Implementing the sector programs in a decentralized and participatory manner with full involvement of Panchayats and local communities;
 - b) Incorporating sustainability measures in planning and implementation of water supply schemes & sanitation systems;
 - c) Planning for water security;
 - d) Planning for proper disposal of solid and liquid waste etc.
 - e) Periodically modifying training modules based on the feedback and changing requirements;
 - f) Providing advice in preparation of media plans, awareness generation campaigns, media material and messages;
 - g) Assist and advice in working out system and design of distance learning and online course for engineers;
 - h) Visiting States for review and technical guidance and providing reports;
 - i) 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 will report to the Director (Water)/Director (Sanitation) and Director, Water Quality in respect of their subjects.

(4) Deliverables:

- Reports on identified gaps;
- Draft designs of training modules;

- Guide States in preparation of training modules and capacity building plans;
- Submitting modified training modules based on feedback and changing requirements;
- Any other as per requirement of MDWS.

2. Consultant in Hydrogeology and Water Resource Management

(1) Outline of the Tasks to be carried out:

- Monitor Sustainability Action Plans of all states;
- Assist in design of sustainability structures;
- Assisting MDWS in matters relating to Ground Water prospect maps and Geophysical investigation;
- Visiting States for review and technical guidance and providing reports;
- Analyzing ground water quality and quantity in the country from ground water sources, CGWB data etc.;
- 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 will report to the Director, Water;

(4) Deliverables:

- Prepare training modules for geo-physical investigation, Ground Water prospect Maps;
- Providing inputs to states regarding use of Ground water prospect maps and locating correct borewell locations;
- Analyzing reports of Review Missions and reporting to MDWS;
- Reports on key activities being carried out by the states;
- Guidance notes on periodically assessing the performance of the sector;
- Any other as per requirement of MDWS.

3. Consultant in Sanitation & Waste Management

(1) Outline of the Tasks to be carried out:

- i) Assist in preparation/modification of various guidelines on sanitation & waste management in rural area of the country.
- ii) Preparation of various reports as and necessary
- iii) Monitor progress of National programme
- iv) Evaluation study of the programme
- v) Visiting States for review and technical guidance and providing reports;
- vi) 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 will report to the Director, Sanitation;

(4) Deliverables:

- i) Preparation/revision of guidelines of National programme.
- ii) Develop training modules for implementing agency
- iii) Report on impact evaluation study
- iv) Preparation of report/presentation;
- v) Any other as per requirement of MDWS.

**Application format for appointment as Consultant
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: _____