



1. Background

The National Skill Development Agency (NSDA) was notified through a gazette notification dated 06.06.2013. NSDA is an autonomous body of the Ministry of Skill Development and Entrepreneurship, which is mandated to coordinate and harmonize the skill development efforts of the Government and the private sector to achieve the skilling targets of the 12th Plan and beyond with an endeavour to bridge the social, regional, gender and economic divide.

Functions of NSDA include the below:

- Operationalise and implement National Skills Qualification Framework (NSQF)
- Establish and operationalise a QA framework embedded in NSQF to improve consistency of outcomes in the skills landscape, which will include laying down a framework for Accreditation protocols of training providers, Auditors, Assessment and certification etc in the country .
- Operationalise National Skills Qualification Committee (NSQC) to meet its objectives
- Design and implement the National Labour Market Information System
- Promote use of 'Skill India' logo on skill certificates by SSCs/Agencies adhering to the QA framework.
- Anchor Prime Minister's Skill Development Fellow Programme
- National Skill Research Division would also be set up under the NSDA to serve as the apex division for providing technical and research support to the National Skill Development Mission.

2. Hiring of Research Staff for NSRD (04 nos)

NSDA intends to engage interested candidates to work as per the scope of work defined below, in National Skill Research Division (NSRD) under National Skill Development Agency (NSDA).

25003/07/2015-16/ NSDA
National Skill Development Agency
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The selected candidates would report to the Director General, NSDA, Government of India, and deliver on the assignments allocated as per the scope of work.

The engagement of selected candidates is on full time basis and they shall not be permitted to take up any other assignment during the period of their engagement with the NSRD. The terms of reference for the various positions are as given below;

1. Scope of Work/engagement of Team Lead: (02)

- **Skill development-** implementation, coordination with Government agencies/Multilaterals/UN Bodies, drafting of policy briefs, and other publications
- **Project formulation-** Planning, Designing and formulation of research projects in VET field
- **Research** – policy research, design, implementation, monitoring and evaluation of field studies
- **Research Analysis**– Analysing the primary and secondary data of the research projects using statistical tools & packages such as SPSS/SAS/STRATA etc
- **Networking** - working with UN Bodies/Multilaterals/State & Central government agencies
- **Leadership** – to lead a team of minimum of 3-5 people
- **Institution Building-** developing institution building strategy for NSRD

1.1 Essential Qualifications and Experience

- Professionals having Doctorate degree in relevant subject (skill development, vocational education/training, policy research)
- Post minimum qualification an experience of 8-10 years in the requisite field

1.2 Leave

Each candidate will be engaged on contractual basis and granted 8 days casual leave in a calendar year. If he/she works for less than a year, leave eligibility up to 8

days or less will be worked out on pro rata basis in that year. No other kind of leave shall be granted to them.

1.3 Tenure

The initial term of engagement shall be for maximum one year and subsequent extension(s), if any, shall be considered on case to case basis depending upon the requirement, work performance and quality output of the candidate(s).

1.4 Salary/Fee

Selected candidates will be paid a fixed remuneration/fee of Rs.1,20,000/- per month

2. Scope of Work/engagement of Research Associate (02)

- **Research- policy & strategic research** in the field of the skill development, VET, NSQF, Technical education, skill development schemes, etc.,
- **Data Analysis & Interpretation-** Handling large amount of data in SPSS, Excel or one of the statistical software
- **Project formulation & implementation-** Formulation & Implementation of research projects
- **Organising seminars/workshops-** Seminars and workshops/meetings on research themes in the field of skill development

2.1 Essential Qualifications and Experience

Candidates having post graduation qualification in the field of Statistics or Econometrics/Economics with minimum post qualification experience of 5 years in the requisite field.

2.2 Leave

Each candidate will be engaged on contractual basis and shall be granted 8 days casual leave in a calendar year. If he/she works for less than a year, leave eligibility up to 8 days or less will be worked out on pro rata basis in that year. No other kind of leave shall be granted to them.

25003/07/2015-16/ NSDA
National Skill Development Agency
Government of India

2.3 Tenure

The initial term of engagement shall be for maximum one year and subsequent extension(s), if any, shall be considered on case to case basis depending upon the requirement, work performance and quality output of the candidate(s).

2.4 Salary

Selected candidates will be paid a fixed remuneration/fee of Rs.60,000/- per month.

4. How to Apply:

Interested candidates may send their curriculum vitae (CV) in the enclosed format along with supporting document via email at hiring.nsd@gmail.com within 21 days from the date of publication of the advertisement in newspaper for this engagement and a hardcopy may be sent to below address, super scribing the envelope as Application for Research Staff (Name of position)

To,
Director General
National Skill Development Agency
Kaushal Bhawan
B-2 Pusa Road
New Delhi-110005

Application format

Post Applied for:

Affix recent
passport size
photograph

1. Name: _____
2. Father's / Mother's Name: _____
3. Date of Birth: _____
4. Domicile: _____
5. Nationality: _____
6. Aadhar No (if available) _____
7. Mailing address (with Tel/Mob. No. and e-mail address) _____
8. Permanent address

9. Educational Qualification (12th Standard onwards):

S.No	Course/ Degree name	Subjects	College/University/ Institute	Year of Passing	% age of marks obtained	Division/Class

(Attach self-attested photocopies of certificates)

10. Computer Proficiency:

Computer Filed	Excellent	Good	Average	Not Conversant
MS Word				
MS Excel				
MS Power Point				
Internet				
Statistical tools & packages				

(Please tick)

11. Work Experience:

25003/07/2015-16/ NSDA
National Skill Development Agency
Government of India

S.No	Organization/ Institute	Period		Nature of Work	Specific reasons for leaving
		From	To		

(Attach self-attested photocopies of supporting documents/certificates)

12. Last Drawn Salary:

13. References with complete details (other than relatives)

(i) _____

(ii) _____

14. 250 words write up (listing areas of proficiency, special skills and forte and why you consider yourself suitable for the position applied for?)

(Signature of Applicant)

Date _____

UNDERTAKING: The information given above is true and correct to the best of my knowledge and belief.

(Signature of Applicant)

Date _____