

**Online application form shall be available from 20.01.2022**



(A Mini Ratna Category-I CPSE, Govt. Of India)  
**(ISO 9001:2015 & 14001:2015 Certified Company)**  
**Registered Office,**  
5<sup>th</sup> Floor, Vijaya Building, 17 Barakhamba Road,  
New Delhi-110001

Advertisement No. 01/2022-23/EdCIL-TSG/RUSA

**Advertisement for Consultants and other positions to be hired on Contractual Basis for Technical Support Group – Rashtriya Uchchar Shiksha Abhiyan (RUSA) for Department of Higher Education. Ministry of Education. Government of India New Delhi**

Online applications are invited for Consultants and other positions for Technical Support Group - Rashtriya Uchchar Shiksha Abhiyan (RUSA) under Department of Higher Education, Government of India New Delhi. The eligibility criteria, number of positions, fee range and educational qualifications are given below:-

S.No.	Name of Post	No. of Posts	Remuneration Range (Rs.)	Proposed Qualification
1	Senior Consultants	2	50,000-75,000	The senior consultants should have Master's in Social Sciences/Sciences/ Engineering/Technology/Management/Finance/Statistics/Law with at least 55% marks.  Should have minimum of 5 years experience in social development sector and sound domain knowledge in areas of Higher Education, Policy, Government and Administration, Finance, MIS.  Preference will be given to those with age below 40 years old.
2	Senior Consultant (Finance)	1	50,000-75,000	Master degree in management / M.com or equivalent with minimum 55% marks OR Professional qualifications like ICWA/ CA etc.  Should have minimum of 5 years experience in dealing with finance matters of the Government offices in various schemes of GOI.  Preference will be given to a retired Government Officer

3	<b>Consultants</b>	10	40,000-60,000	<p>Master<sup>n</sup> Degree and or M.Phil / PH.D in Social Science/Sciences/Engineering/Technology/Management/Commerce/Finance/Statistics/Law with at least 55% marks</p> <p>Having minimum 3 years' experience in social development sector and sound domain knowledge in areas of Higher Education, Policy, Governance and Administration, Finance, MIS would be treated as a desirable qualification.</p> <p>Preference will be given to those with age below 40 years old.</p>
4	<b>IT Manager</b>	1	40,000-60,000	<p>Masters in Computer Sciences or equivalent field qualification with at least 55% marks and have at least 5 years experience in the relevant field.</p> <p>Proficient knowledge of MS Office. Networking, Website Management etc. are required</p>
5	<b>IT Executive</b>	1	25,000-40,000	<p>Diploma /Advanced Diploma in Computer Application or equivalent field with at least 55% marks and have at least 3 years experience in the relevant field.</p> <p>Proficient knowledge of MS Office. Networking, Website Management etc.is required</p>
6	<b>Office Manager</b>	1	40,000-60,000	<p>Masters degree in any discipline from recognized University with at least 55% of marks.</p> <p>Have at least 10 years experience of having worked in administrative positions</p> <p>Having knowledge of Govt. Of India Rules and Regulations e.g FR/SR/GFR/MOP etc.</p> <p>Proficient knowledge of MS Office etc. is required.</p> <p>Should have completed course on computer concepts or equivalent</p>
7	<b>Office Executive</b>	3	Minimum Wages to 35,000	<p>Graduate degree in Social Science/Science/Computer Science/Commerce/Finance/ Management and at least 3 years experience of having worked in administrative positions.</p> <p>Age should not exceed 60 years.</p>
8	<b>Office Boys</b>	2	Minimum Wages to 25,000	<p>At least 10th pass with preferably 2 years of experience.</p> <p>Age should not exceed 60 years.</p>
<b>TOTAL</b>		<b>21 (Twenty One)</b>		

Applicants please note :

1. The emoluments paid to all the above shall be inclusive of salary and all other benefits and facilities.
2. A retired Government official appointed in any of the above categories shall continue to draw pension and the dearness relief on pension during the period of his engagement in the TSG. His/her engagement shall not be considered as a case of re-employment. The total monthly remuneration and the pension drawn by the consultant shall not be more than the last pay drawn by him calculated at the current rates of Dearness allowance. The retired Government officials so appointed are also paid conveyance allowance at a fixed rate which is not more than what they were drawing at the time of retirement. The total monthly remuneration under the scheme shall be restricted to the monthly ceiling for each post. They will not be eligible for any other facilities such as Residential Telephone, Residential Accommodation, CGHS and Medical Reimbursement etc.
3. The maximum age limit for all the above posts will be 65 years (However, age limit is 60 years for serial number 7 & 8 above)
4. All staff should have proficiency in computer knowledge.
5. Provision for retired government servants should be as per D/o Expenditure's OM F No. 3-25/2020-E,IIIA Dated 9th December 2020.

**GENERAL INFORMATION**

1. Only online applications will be accepted. For online application, please log on to <http://www.edcilindia.co.in/>
2. **All qualification must be from government recognized institutes.**
3. Only Indian Nationals are eligible to apply for the above positions.
4. Candidates working in Government Organization / PSU must route their application through proper channel, if their department rules require so.
5. The prescribed qualification and experience should have been acquired on or before 31.12.2021. Qualifications should be from approved recognized institutions.
6. The selection process will be based on academic qualifications and experience and may include any one or all of these: written test, group discussion and interview as may be decided depending on the total number of eligible applicants.
7. Documents in support of (i) Qualifications (ii) Experience & (iii) Age, etc have to be produced in "originals" as and when called for written test and / or group discussion and / or interview.
8. The experience will be counted as on 31.12. 2021.
9. In case of false or insufficient information/lack of proof to ascertain the eligibility of the applicant, their candidature will be summarily rejected at any stage of the selection process and action may be taken anytime as deemed fit.
10. Candidates are informed that mere submission of applications OR fulfilling of the eligibility criteria does not entitle them to be called for written test / interview / selection. Call letters and other

information pertaining to this recruitment will be sent to shortlisted candidates by email only. Applicants should ensure that the "e-mail id" and mobile number provided by them in the online application is maintained active.

11. The Advertisement Number and Online Application Number may be noted for future reference.
12. The Employer reserves the right to upgrade the eligibility criteria, in case a large number of applications are received and also increase or decrease the number of posts, as per its discretion without assigning any reason thereof.
13. The above ranges of the consultancy fees / remuneration mentioned on the table are on consolidated basis.
14. The appointment for the advertised posts in TSG is purely on contract basis.
15. EdCIL, based on client feedback reserves the right to discontinue the contractual engagement by giving one month's notice.
16. The last date of receipt of application is 07/02/2022 (17:30 Hours).
17. No fees is required to be paid for application for the aforesaid posts.

The Employer reserves the right to cancel/modify / withdraw/postpone this recruitment notice.