

**Invitation of applications for appointment as Young Professionals and Consultant in the Department of Economic Affairs, Ministry of Finance.**

The Department of Economic Affairs (DEA) proposes to engage Young Professionals and Consultant in various Divisions of DEA for attending to specific and time-bound jobs of this Department. Only persons with requisite qualification and experience as prescribed would be hired as Young Professionals and Consultant. Each applicant has to specify for which post & Division is he/she applying for. Application not sent through Web portal <https://mofapp.nic.in/cadre> will not be consider. The only means of communication between the department and candidates shall be email. The details of the advertisement are as follows:-

**1. Qualification and Age Limit:**

The Consultants are classified into two (2) Categories. The Qualification, age limit and remuneration for each of the category is given in the table below:-

<b>Category</b>	<b>Qualification</b>	<b>Age</b>
Young Professional (General / Financial)	Masters' degree in Economics/Finance or MBA (Finance) or LLM/PG Diploma in Law.	Not exceeding 35 years
Consultant (General/ Financial)	Masters' Degree in Economics /Finance or MBA (Finance) or LLM/PG Diploma in Law with minimum three years' post –Qualification relevant Professional/academic/ research experience.	Not exceeding 50 years

In all the positions, persons with additional qualifications, research experience, published papers and post qualification experience in the relevant field would be preferred.

For the post of Consultant, research experience while doing Ph.D will also be counted as post qualification experience.

**2. Division wise breakup:**

Division wise breakup of vacant positions of Young Professionals and Consultants in the Department, alongwith a brief work profile for each of the vacancies may be seen at **Annexure-I**.

Candidates are required to indicate category of post they are applying (YPs or Consultant) as well as the Division for which they wish to be considered for.

**3. Tenure of Appointment & Promotion:**

The Maximum continuous tenure of a Consultant would be 3 years (1+1+1) (subject to performance and presence of the professional in the division concerned being highly useful). However, a Young Professional if further selected as Consultant can work for further 3 years, subject to a maximum period of 4 years in both positions together.

**4. Other Entitlements / Conditions:**

#### **4.1. Remuneration:**

Remuneration for Consultants and Young Professionals shall be as follows for the entire period of 3 years:

- Young Professional      Rs. 40,000/- p.m. (fixed)
- Consultant                Rs. 80,000/- p.m. (fixed)

#### **4.2. Increment:**

No increments shall be allowed.

#### **5. TA/DA:**

- No TA/DA shall be admissible for joining the assignment or on its completion.
- No TA/DA shall be payable for attending the interviews

#### **6. Other Allowances:**

No other facilities such as DA, accommodation, residential phone/ conveyance/ transport, foreign travel, personal staff, medical reimbursement, CGHS etc. would be admissible to the Young Professionals and Consultants.

#### **7. Attendance & Working days:**

- The working hours of the professionals shall be same as regular Government employees working in DEA. No extra remuneration shall be allowed for working beyond office hours or on Saturdays/ Sundays/ Gazetted holidays. Compensatory leave in such cases shall be at the discretion of the JS of the concerned division.
- The attendance in and out shall be marked in the Biometric system by the YPs and Consultants.

#### **8. Leave:**

- Consultants shall be eligible for 8 days leave in a single year of consultancy.
- The leaves shall accrue to them on completed month basis calculated from their date of joining on pro-rata basis.
- An YP/Consultant shall not draw any remuneration in case of his/her absence beyond 8 days in a year (Calculated on pro-rata basis).
- Un-availed leave in tenure of single year cannot be carried forward to next tenure of 1 year.
- The intervening Saturdays, Sundays or Gazetted holidays during a spell of leave shall not be counted against the 8 leaves.

#### **9. Service Conditions:**

- The Consultant/YP shall not, except with the previous sanction of Department of Economic Affairs, in the *bona fide* discharge of his duties, publish a book or a compilation of articles or participate in a radio broadcast or representing any private entity in legal or commercial matters or contribute an article or write a letter to any newspaper or periodical, either in his own name or anonymously or pseudonymous in the name of any other person, if such book, article, broadcast, uses any information that he may gather as part of this Consultancy/YP assignment.

**10. Confidentiality and Secrecy:**

- During the period of assignment with Department of Economic Affairs, the Consultant would be subject to the provisions of the Indian Official Secret Act, 1923 and will not divulge any information gathered by him during the period of his assignment to anyone who is not authorized to know the same.
- Selected candidates shall provide integrity certificates from 2 references known to them.
- A self-undertaking shall be provided by the candidate to the effect that he/she has no criminal record or criminal case in any court is pending against them.

**11. Termination of Services and requirement of notice:**

- In case a professional wishes to resign from his/her position, he/she shall furnish at least one month's notice period or salary in lieu thereof. Secretary (EA) may waive off the condition for notice period/salary in lieu thereof, in deserving cases.
- DEA shall have powers to terminate any or all the professionals at any time without assigning any reason, with the approval of the Secretary (EA).
- Absence from duty for a continuous period of 8 days, without any information or any valid reason shall lead to automatic termination of contractual engagement.

**12. Submission of application:**

The application shall have to be submitted indicating the post and Division for which the candidate wishes to apply. The application should be submitted through the Webportal URL <https://mofapp.nic.in/cadre> on or before 15 days from date of publication in Newspapers.

**(Sanjeev Gupta)**  
**Under Secretary to the Government of India**

## Young Professionals:

Division	Vacancy	Economic/ Finance, Law	Description of Work
C&C	1	Law	Digital Payments and Block Chain, Virtual Currency.
FM & CD	1	Economic/ Finance	Analysis of data of FPI, Masala Bonds, External Debts etc. Research support for FEMA, analysis of BRICS & G20 matters on Financial Market and External Markets. Monthly compilation and analysis of External Commercial Borrowings and Rupee Denominated Bonds Data, major policy parameters of ECB etc. Research and analysis of changes proposed by regulators such as RBI and SEBI, FEMS regulations incorporating the market stakeholder etc.
BUDGET	1	Economic/ Finance	Preparation and analysis of data for Budget Documents, METF Report, Misc. reference EFC/PIB etc. replies of Parliamentary Questions, RTI and Govt. of India Memorandum to 15 <sup>th</sup> Finance Commission. Helping and assisting to DS/Directors in Budget preparing, compilation, making power point presentations and work of statistical analysis of different types of Budget data.
FSDC	2	Economic/ Finance	Assisting in FSDC related work, updating agenda of FSDC, Annual and misc. reports of FSDC, RBI etc. Assisting all the works related to RBI meetings and weekly meeting of the committee, preparation of briefs, examining agenda etc.
UN&OMI	1	Economic/ Finance	Work related to AFDB, Co-ordination with MDBs for agendas of meeting, workshops, visits etc. Work related to CDB and IADB, Co-ordination with MDBs for agendas of meeting, workshops, visits etc.
FB&ADB	1	Economic/ Finance	Works pertaining to IMF. Works pertaining to World Bank (Policy & Residual Sector). Works pertaining to IFC, MIGA & Coordination within FB & ADB Division. Works Pertaining to ADB.
<b>Total</b>	<b>7</b>		

## Consultants:

Division	Vacancy	Economic/ Finance, Law	Description of Work
Investment	1	Law	Analysis of FDI Proposals. Domestic investment matter, Fin Tech work and analysis of cabinet notes.FDI related policy issues. NIIF related work. Arbitration cases & ISDS
C&C	1	Law	Legal Matters/related issues and Court cases relates to Coins & Currency Division
UN&OMI	1	Economic/ Finance	Analysing the documents received from international and national organizations viz., IFAD, UNDP, preparation of graphs, reports, statistics and presentations for the meeting etc.
O/o Sec.(EA)	1	Economic/ Finance	To attend the work assigned by Secretary(EA)
FM & CD	1	Economic/ Finance	Assistance provided to prepare brief summary, noting, observation, counter affidavit, examine SEBI Board meeting agenda etc. Preparing replies to the various petitions filed before the Hon'ble Bombay Court, NSEL matter, Legal analysis etc. Preparation of Daily Market Report, Research of topical issues in Commodity Markets and other related works etc.
O/o PEA	1	Economic/ Finance	Service sector and trade and Netting related issues in OTC derivatives market, Update on the macroeconomic situation, provide support for PEA's meetings and other engagements. Fortnight update on markets reaction to insolvency related issues specific to Top 12 NPA accounts referred to IBC by RBI, MSCI Index & other assignments instructed by PEA.
O/o CEA	1	Economic/ Finance	Preparation of Economic Survey.
	<b>7</b>		