



NABARD Consultancy Services
(A wholly owned subsidiary of NABARD)
(An ISO 9001: 2015 Company)

Requirement of Project Based Contract Staff for the project “Preparation of DPR and PMC Services for Kerala Chicken Project”

NABARD Consultancy Services (NABCONS) is a wholly owned Company of NABARD and a leading consultancy organization in the field of agriculture and rural development. NABCONS invites **ONLY ONLINE** applications from Indian Citizens for 07 posts in various capacities on contract basis as Project Based Contract Staff (PBCS) for the project “**Preparation of DPR and PMC Services for Kerala Chicken Project**”

NABCONS has been appointed by the Department of Animal Husbandry, Government of Kerala for the preparation of Detailed Project Report (DPR) and Project Monitoring Consultancy (PMC) Services for the 7 projects in different locations in the State as part of the Kerala Chicken Project.

A. Details of vacancies and place of posting is as under:

Sr.No.	Post	Vacancy	Place of posting
1	Team Leader	01	Kerala (Thiruvananthapuram)
2	Site Inspectors(Field Engineers)	05	Kerala (01 each in Kollam, Ernakulam and Wayanad districts and 02 in Palakkad district)
3	Accountant	01	Kerala (Thiruvananthapuram)
Total		07	

B. Key Responsibilities:

S.No	Posts	Key Responsibilities
i	Team Leader	<ul style="list-style-type: none">i. Over all in-charge of the project.ii. Lead the PMC team by Periodic visit to work sites.iii. Formulation of Strategies, Policy, Procedure, Guidelines in Consultation with Client.iv. Planning, Progress Control and Scheduling.v. Construction, Planning and Management.vi. Inspection and Technical Audit.vii. Review meeting with the contractor at site regarding progress, site issues.viii. Day to day monitoring and supervision of the project activities.ix. Ensuring quality of works as per approved quality plan.x. Ensuring physical measurements at site & billing certification within time and as per the department guidelines.xi. Ensuring receipt of timely payment from the client. Do follow up in this regard and follow up for compliance accordingly.xii. Any other work assigned by NABCONS.

ii	Site Inspectors (Field Engineers)	<p>i. Supervise the construction work of the contractor to ensure compliance to the drawings, technical specification.</p> <p>ii. Finalisation of source of construction materials, approving the construction materials produced at site.</p> <p>iii. Planning the work and organising the site facilities in order to meet the agreed deadlines.</p> <p>iv. Administer the contract and ensure that the contract clauses, whether related to quality or quantity of work, are executed in accordance with its tender specification.</p> <p>v. Review meeting with the contractor at site regarding progress, site issues.</p> <p>vi. Day to day monitoring and supervision of the project activities.</p> <p>vii. Measurement of day to day physical progress of work executed at site.</p> <p>viii. Ensuring quality of works as per approved quality plan.</p> <p>ix. Any other work assigned by NABCONS.</p>
iii	Account Assistant	<p>i. Book Keeping and Accounting.</p> <p>ii. Financial Management.</p> <p>iii. Preparation of budget and financial planning.</p> <p>iv. Checking of Construction Project bills with respect to accepted tender provisions.</p> <p>v. Auditing of bills with reference to the provision of KPWD Manual.</p> <p>vi. Keeping, Maintaining and preserving all bills as per instruction of Team Leader.</p> <p>vii. Any other work assigned by NABCONS.</p>

C. Eligibility Criteria

S.No	Post	Educational Qualification	Experience	Other Criteria
1	Team Leader	Graduation/ Post-Graduation in Civil Engineering	20 years (experience as Executive Engineer/ Superintendent Engineer from Public Sector knowing the Kerala Government procedures is desirable)	Local Candidates conversant in Malayalam will be preferred
2	Site Inspectors/ Field Engineers(Civil)	Diploma/Graduation/ Post-Graduation in Civil Engineering	2-5 years (preferably in Govt. projects)	
3	Account Assistant	Graduation/ Post-Graduation in Commerce	2-5 years	

D. Age Criteria:

Position	Maximum Age (as on 30 June 2023)
Team Leader	65
Site Inspectors/Field Engineers(Civil)	50
Account Assistant	50

E. Remuneration

Candidates will be paid consolidated monthly remuneration based on the experience and educational qualification and overall suitability of the candidate for the posts as under. The candidates will be liable for tax liabilities under section 194 J of the Income Tax Act & Rules in force and the tax will be deducted at source:

Post	Consolidated Monthly Remuneration Range (INR)
Team Leader	90,000/- to 1,10,000/-
Site Inspectors/Field Engineers(Civil)	25,000/- to 30,000/-
Account Assistant	30,000/- to 35,000/-

The above remuneration will be inclusive of all statutory deductions that NABCONS may be required to make on behalf of the contracted staff. Remuneration will be released after making statutory deductions.

Other Facilities

In addition to the remuneration as mentioned above other facilities as under will also be provided:

S.No	Particulars	Eligibility as per post
A	Allowance during field visits	
i	TA/Conveyance/Hotel/HA (for Team Leader and Site Inspectors only)	<ul style="list-style-type: none">As per the extant guidelines of NABCONS (If applicable)
ii	Tours	<ul style="list-style-type: none">Mode of Travel- Bus or Train (as per the requirement of the project)
B	Leave	
I	Permissible absence	<ul style="list-style-type: none">One leave per month for all the consultants

Note: Other than the above, the consultants are not eligible for any other facilities/allowance like leave encashment, performance bonus, leave travel concession, etc.

F. Contract Period:

The Project Based Contract Staff (PBCS) will be appointed on contract basis for a period of one year which may be extended based on requirement of the project and performance or will be co-terminus with the project period.

G. Termination of contract

Initial 03 months will be probation period during which NABCONS shall have the right to terminate the services of the individual without any notice period or assigning any reason. Thereafter, the contract is terminable by giving 03 months' notice period on either side as per NABCONS policy.

H. How to Apply:

Interested candidates may apply online in the prescribed format by 23 July 2023 by clicking on the following links and filling the details therein:

Position	Link to Apply
Team Leader	https://forms.office.com/r/RQ7Xw3K2FL
Site Inspectors/Field Engineers(Civil)	https://forms.office.com/r/PQuBW2xczr
Account Assistant	https://forms.office.com/r/e8CbabwKQr

In case the above link does not work, you may also copy and paste the link in your web browser and fill the details therein.

Instructions:

- i. Before applying, candidates should read all the instructions carefully and ensure that they fulfill all the eligibility criteria for the post. NABCONS would admit candidates on the basis of the information furnished in the ON-LINE application and shall verify their eligibility at the stage of interview/ joining. If, at any stage it is found that any information furnished in the ON-LINE application is false/incorrect or if according to the NABCONS, the candidate does not satisfy the eligibility criteria for the post, his/her candidature will be cancelled and he/she will not be allowed to appear for the interview/joining/ not allowed to continue, if joined.
- ii. Candidates are requested to apply only ON-ONLINE through NABCONS website (www.nabcons.com). No other mode of submission of application will be accepted.
- iii. **Important Dates/ Timelines**

Last date for submission of online applications	23 July 2023 Midnight
NABCONS reserves the right to make change in the dates indicated above.	

Please note that corrigendum, if any, issued related to the above advertisement will be published only on NABCONS website (www.nabcons.com).

I. General Information

- Only Shortlisted candidates will be called for the interview and may also be assessed for their proficiency in MS Office/ data management. Location for the interview will be indicated in the call letter. The candidates may kindly note that any cost incurred by them for attending the interview will not be reimbursed by NABCONS.
 - The interview may be held in person or through virtual mode as may be required.
 - The applicant may submit the declaration in the Google form with respect to the educational qualification and experience. Self-attested copies of educational qualifications and experience
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certificates to be compulsorily submitted at the time of the interview. Original documents would be required for verification.

- Place of posting of the posts will be as per the locations mentioned in Section A above. The candidates can be posted anywhere in India depending upon the project requirement. Further, as a part of their functioning the above consultants may be required to travel across the mentioned state and other parts of the country from time to time. NABCONS will not provide accommodation for the selected/appointed candidates.
- List of selected and waitlisted candidates for the post will be uploaded in NABCONS website (www.nabcons.com) after the selection process is completed. The validity of the panel of selected and waitlisted candidates will be co terminus with the project.
- No correspondence will be entertained from any ineligible and non-selected candidate in all matter regarding eligibility, the selection process, documents to be produced for the selection process, assessment, prescribing minimum qualifying standards, number of vacancies, communication of result, etc. the company's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.
- The final appointment will be based on the decision of selection committee constituted for the purpose. Company reserves the right to increase/ decrease the number of posts or not to fill up any of the posts.
- The appointment shall be subject to being found medically fit, for which purpose the candidate shall be required to undergo the protocol of medical tests upon reporting at place of posting. The continuance in NABCONS's service shall be subject to remaining medically fit to discharge duties and responsibilities. The decision of NABCONS regarding medical fitness shall be final and binding on the candidate.
- Merely satisfying the eligibly criteria does not entitle a candidate to be called for the interview. NABCONS reserves the right to call only the requisite number of candidates for the interview depending on number of responses, after preliminary screening / short listing with reference to candidate's qualification, suitability, experience, etc. Applications received after the due date shall not be entertained and will be rejected.
- Under no circumstances applications by hand or any other mode will be entertained. The application submitted through online mode provided in this advertisement will only be accepted.
- The contractually engaged staff shall have no legal claim to regular absorption either during the period of contract or after the period of contract expires. Similarly, the Contract Appointee will have no claims as to seniority.
- The selected candidates shall not take up any part time / full time employment or assignments elsewhere or do any business during the period of their contract with NABCONS. The engagement shall automatically be terminated if he/ she joins any other organization without giving prior information. In such an event, NABCONS shall have the right to claim compensation/ damages, if any, as it may deem fit.
- NABCONS reserves the right to cancel the recruitment for the captioned posts without assigning any reason at any stage.