



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

NABARD Consultancy Services (NABCONS), a wholly owned subsidiary of NABARD and a leading consultancy organization in the field of agriculture and rural development ([www.nabcons.com](http://www.nabcons.com)) invites **only online applications** from Indian Citizens for the following posts as Core Contract Staff.

**1. The details of vacancy is as under:**

S. No.	Posts	Vacancy	Location
1	a. Senior Consultant -I b. Senior Consultant-II	02	Any one of the five centres at Delhi, Guwahati, Hyderabad, Jaipur or Mumbai
2	Consultant	01	
3	Consultant-Civil Engineer	01	
4	Consultant-Skill	01	
5	Consultant - Statistics and Data Analytics	01	
6	Associate Consultant- Business Development	01	
7	Associate Consultant- Food Processing and Storage	01	NABCONS Zonal Office, Hyderabad
	<b>Total</b>	<b>08</b>	

**2. Key Responsibilities:**

Posts	Key Responsibilities:
<b>(a) Senior Consultant - I</b>	<ul style="list-style-type: none"><li>i. Lead the team of Consultants</li><li>ii. Research Design</li><li>iii. Design, study Strategy using Statistical &amp; Research Methodology</li><li>iv. Design Project Execution/implementation Strategy</li><li>v. Coordination and Preparation of Technical and Financial proposals in response to enquiries, EOI and bids.</li><li>vi. Facilitating timely and qualitative execution of assignments as a Coordinator and / Team Member.</li><li>vii. Delivering presentations to prospective clients and participating in negotiation meetings with client if required.</li><li>viii. Assessing manpower/ expertise required in the various projects and engaging relevant consultants/ agencies on PBCS basis.</li><li>ix. Delivering presentation of projects before clients</li></ul>

	<ul style="list-style-type: none"> <li>x. Negotiating contracts/agreements with vendors, suppliers, distributors, or other business partners. Establishing relationships with external clients in the industry and ensure successful business outcomes. Manage relationships with key clients.</li> <li>xi. Monitoring the cash flows of the projects being handled.</li> <li>xii. Review &amp; Finalisation of Report writing and presentations as per requirement.</li> <li>xiii. Coordination with other business units of NABCONS – Regional Offices and Zonal offices, Identification of Business opportunities including client relationship and converting it into business.</li> <li>xiv. Identification of agencies with whom NABCONS may partner for business (national &amp; international).</li> <li>xv. Strategizing and Follow up for recovery of outstanding dues</li> <li>xvi. Other duties as assigned from time to time.</li> </ul>
<p><b>(b) Senior Consultant-II</b></p>	<ul style="list-style-type: none"> <li>i. Scouting for business and networking with potential/existing clients</li> <li>ii. Identification of business opportunities for international assignments and converting it into business.</li> <li>iii. Design Project Execution/implementation Strategy</li> <li>iv. Coordination and Preparation of Technical and Financial proposals in response to enquiries, EOI and bids.</li> <li>v. Facilitating timely and qualitative execution of assignments as a Coordinator and / Team Member.</li> <li>vi. Delivering presentations to prospective clients and participating in negotiation meetings with client if required.</li> <li>vii. Assessing manpower/ expertise required in the various projects and engaging relevant consultants/ agencies on PBCS basis.</li> <li>viii. Delivering presentation of projects before clients</li> <li>ix. Coordination with other business units of NABCONS – Regional Offices and Zonal offices, Identification of Business opportunities including client relationship and converting it into business</li> <li>x. Negotiating contracts/agreements with vendors, suppliers, distributors, or other business partners. Establishing relationships</li> </ul>

	<p>with external clients in the industry and ensure successful business outcomes. Manage relationships with key clients.</p> <p>xi. Identification of agencies with whom NABCONS may partner for business (national &amp; international).</p> <p>xii. Other duties as assigned from time to time</p>
<b>(c) Consultant - General</b>	<p>i. Identification of business opportunities including client relationship and converting it into business.</p> <p>ii. Report writing and presentations as per requirement</p> <p>iii. Preparation of technical and financial proposals in response to enquiries, EOI and bids.</p> <p>iv. Identification of agencies with whom NABCONS may partner for business.</p> <p>v. Facilitating timely and qualitative execution of assignments as a Coordinator and / Team Member.</p> <p>vi. Other duties as assigned from time to time</p>
<b>(d) Consultant - Civil Engineer</b>	<p>i. Preparation of master plan for projects in consultation with Architect,</p> <p>ii. Preparation of Technical and commercial proposals</p> <p>iii. Preparation of Bill of Quantity.</p> <p>iv. Project Planning and management</p> <p>v. Preparation of Tender documents as per applicable laws and procedures.</p> <p>vi. Knowledge of MEP/QA/QC/safety Procedures</p> <p>vii. Bid Process Management.</p> <p>viii. Coordination with Regional Units of NABCONS during execution of assignments.</p> <p>ix. Any other work assigned by NABCONS from time to time.</p>
<b>(e) Consultant – Skills</b>	<p>i. Coordinate the activities of work related to skills for livelihood vertical under supervision of the Senior Consultant/ Vertical Head.</p> <p>ii. Facilitate timely and qualitative execution of various assignments as a Coordinator and / Team Member.</p> <p>iii. Training and capacity building of various stakeholders like SRLM officials, PIAs etc. on DDU-GKY Standard Operating Procedures.</p> <p>iv. Preparation of technical and financial proposals for business development. Identification of agencies with whom NABCONS may collaborate for business and liaison with clients for business promotion.</p>

	<ul style="list-style-type: none"> <li>v. Generation of internal and external financial reports as per requirements under DDU-GKY Project.</li> <li>vi. Undertake other financial activities mentioned in Standard Operating Procedures.</li> <li>vii. Any other work assigned from time to time</li> </ul>
<p><b>(f) Consultant - Statistics and Data Analytics</b></p>	<ul style="list-style-type: none"> <li>i. Provide technical guidance to develop business workflows, deliver timely data analysis ensuring efficiency and quality for data and data visualization requirements in various assignments.</li> <li>ii. Meeting data &amp; analytics requirements under various assignments / Business Verticals of NABCONS.</li> <li>iii. Work closely with clients and business verticals/ internal execution teams to understand the data requirement and devise data process flow.</li> <li>iv. Deploy data analysis tools and databases, implement data analysis processes and create predictive data models to streamline operations</li> <li>v. Work on developing interactive dashboards using Tableau or other BI tools and transform data into meaningful insight and recommendations for various business needs of NABCONS</li> <li>vi. Preparing reports for the management stating trends, patterns, and predictions using relevant data</li> <li>vii. To review, identify gaps, improve existing system and collaborate with various business verticals to integrate system/ process improvement.</li> <li>viii. Using statistical tools to identify, analyse, and interpret patterns and trends in complex data sets that could be helpful for the diagnosis and prediction</li> <li>ix. Preparing final analysis reports for the stakeholders to understand the data-analysis to take important decisions based on various facts and trends.</li> <li>x. Training and mentoring staff at various levels on data inputs, cleaning, sorting &amp; storing</li> <li>xi. Other duties as assigned from time to time</li> </ul>

**(g) Associate Consultant -  
Food Processing and  
Storage**

- i. Scouting for relevant Tenders/ Business opportunities
- ii. Preparation of technical and financial proposals in response to enquiries, EOI and bids.
- iii. Report writing and presentations as per requirement
- iv. Drafting MoUs and Agreements being entered upon with prospective client.
- v. Providing technical inputs in the bid being submitted by the Business Development Vertical.
- vi. Conducting field visits and carrying out data analysis (primary and secondary data analysis and management) in connection with projects.
- vii. Preparation of site visit report, inspection report, appraisal report, detailed project report and presentations
- viii. Coordinating and synchronising with various consultants and agencies involved in the project deliverables such as engineering firm, plant and machinery suppliers to reach project timelines
- ix. Providing technical support regarding projects being carried out at regional offices
- x. Resourcing/engaging services of Project consultants for execution related work
- xi. Follow-up for the recovery of outstanding dues.
- xii. Obtaining updates and doing follow up for various other activities around the projects being executed such as arranging offer letters, payments, receipts etc.,( preparation of office notes for the same)
- xiii. Liaison with various verticals such as Business Development, Accounts and HR as and when required.
- xiv. Liasioning and networking with the Clients for business development.
- xv. Facilitating timely and qualitative execution of assignments as a Coordinator/ Team Member.
- xvi. Coordinating with the consultants/ nodal officers within the vertical and across other verticals at regional offices/ zonal offices/ corporate office for execution of projects
- xvii. Maintenance of ERP data

	<p>xviii. Administrative works associated with the projects such as preparing notes, minutes of meeting and back to office report after field visit.</p> <p>xix. Other duties as assigned from time to time.</p>
<p><b>(h) Associate Consultant -BDU</b></p>	<p>i. Scouting for relevant Business opportunities/Tenders</p> <p>ii. Preparation of technical and financial proposals in response to enquiries, EOI and bids.</p> <p>iii. Report writing and presentations as per requirement</p> <p>iv. Drafting MoUs and Agreements being entered upon with prospective client.</p> <p>v. Providing technical inputs in the bid being submitted by the Business Development Vertical.</p> <p>vi. Liasioning and networking with the Clients for business promotion</p> <p>vii. Delivering presentations in order to contract business.</p> <p>viii. Preparation of EOI, Bids and related documentation for submission of proposals etc.</p> <p>ix. Facilitate execution of assignments</p> <p>x. Resourcing/engaging services of Project Consultants for execution related work</p> <p>xi. Maintain database of CVs of domain experts, business profiles etc.</p> <p>xii. Other duties as assigned from time to time</p>

### 3. Eligibility Criteria

Post	Criteria	Details
<b>Senior Consultant (02 Posts)</b>	Educational Qualification	<ul style="list-style-type: none"> <li>i. First Class Graduate or equivalent grade points in Graduation Degree in Agriculture/ Allied sector to Agriculture/ Food Technology/ Engineering/ Economics/ Management/ Social Service/Natural Resource Management from a recognized institution <b>and / or</b></li> <li>ii. Post-graduation in Agriculture/ Allied sector to Agriculture/ Food Technology/ Engineering/ Economics/ Management/ Social Service/Natural Resource Management from a recognised management institution with minimum 55% or equivalent grade points.</li> <li>iii. Preference shall be given to candidates with Post-graduation</li> </ul>
	Experience	<ul style="list-style-type: none"> <li>i. Minimum 09 years of experience with at least 5 years' experience in a reputed consultancy organisation operating in the area of Agriculture and rural development</li> <li>ii. Candidates should have executed minimum 5 Consultancy assignments over the last three years relating to the field of Agriculture, rural development, Climate Change, Water Resources Management, Watershed Development, Environment, Social Sciences, Food Technology, International business, IT System, Infrastructure.</li> <li>iii. <b>For the post of Senior Consultant-I, Candidate should have experience of undertaking research oriented/data intensive Consultancy assignments.</b></li> <li>iv. <b>For the post of Senior Consultant-II, preference will be given to candidate with International Consultancy experience.</b></li> </ul>
	Other Criteria	<ul style="list-style-type: none"> <li>i. Knowledge of practical use of tools such as MS Office, including advanced Excel features for day-to-day functioning.</li> <li>ii. Should be energetic with excellent written &amp; oral communication and presentation skills.</li> <li>iii. Candidates with additional knowledge of Data Analysis tools/software is desirable.</li> <li>iv. Candidates with track record of engagement/networking with Central Govt., State Govt. &amp; Corporate Sector will be preferred.</li> <li>v. Candidate should have Problem-solving skills</li> <li>vi. Candidate should have an eye for accuracy and attention to detail</li> <li>vii. Candidate should possess team-building skills.</li> </ul>

<b>Consultant - General (01 Post)</b>	Educational Qualification	<ul style="list-style-type: none"> <li>i. Graduation in any subject from a recognised institution with minimum 60% or equivalent grade points, <b>and / or</b></li> <li>ii. Post-graduation in Agriculture/Allied sector to Agriculture/Food technology/ Engineering / Economics/ Management from a reputed institution with minimum 55% or equivalent grade points</li> </ul>
	Experience	<ul style="list-style-type: none"> <li>i. Minimum 5 years of experience with at least 4 years' experience in a reputed consultancy organisation operating in the area of Agriculture and rural development.</li> <li>ii. Candidates should have executed minimum 3 Consultancy assignments over the last three years relating to the field of Agriculture and rural development.</li> </ul>
	Other Criteria	<ul style="list-style-type: none"> <li>i. Knowledge of practical use of tools such as MS Office, Google tools, including advanced Excel features for day-to-day functioning.</li> <li>ii. Candidates should have good written and oral business communication skills, analytical skills and must be willing to execute consultancy assignments.</li> <li>iii. Candidate should have the ability to draft proposals/reports/submission of bids/Eols/proposal preparation/ white papers/ content writing etc.</li> <li>iv. Candidate should be a team player</li> <li>v. Candidates must be energetic and must have excellent presentation skills.</li> <li>vi. Candidates with additional knowledge of Analysis tools/software is desirable.</li> <li>vii. Candidate should have knowledge of practical use of tools such as MS Office, including advanced Excel features for day-to-day functioning.</li> <li>viii. Candidate should have problem-solving skills</li> </ul>
<b>Consultant-Civil Engineer (01 Post)</b>	Educational Qualification	<ul style="list-style-type: none"> <li>i. Graduation ( BE/B.Tech/Architec.) in Civil Engineering from a recognised Institution with minimum 60% or equivalent grade points <b>and / or</b></li> <li>ii. Post-Graduation in Civil Engineering/ Project Management will be preferable</li> </ul>
	Experience	<ul style="list-style-type: none"> <li>i. Should have 05 years' experience working with reputed Consultancy Organization in planning, designing and execution of Commercial projects especially Food Parks, Cold Storages and Water Resource management etc.</li> <li>ii. Working knowledge of STAAD/E-TABS/AutoCAD.</li> </ul>



		<ul style="list-style-type: none"> <li>iii. Candidate should have experience in handling Consultancy assignments relating to programmes/projects of Central/State government in the field of water resource management.</li> </ul>
	Other Criteria	<ul style="list-style-type: none"> <li>i. Candidates should have good written and oral business communication skills, analytical skills and must be willing to execute consultancy assignments.</li> <li>ii. Candidate should have the ability to draft proposals/reports/submission of bids/EoIs/proposal preparation/ white papers/ content writing etc.</li> <li>iii. Candidate should be a team player</li> <li>iv. Candidates must be energetic and must have excellent presentation skills.</li> <li>v. Candidates with additional knowledge of Analysis tools/software is desirable.</li> <li>vi. Candidate should have knowledge of practical use of tools such as MS Office, including advanced Excel features for day-to-day functioning.</li> </ul>
<b>Consultant-Skill (01 Post)</b>	Educational Qualification	<ul style="list-style-type: none"> <li>i. Graduation in Agriculture &amp; Allied Sector, Environment, NRM, Economics, Science, Social sciences, rural development, Commerce from a recognized institution with 60% marks or equivalent CGPA <b>and / or</b></li> <li>ii. MBA, PGDM, CA, ICWA, Masters/ PG diploma in Agriculture &amp; Allied Sector, Environment, NRM, Economics, Commerce, Rural development from a recognized institution with 55% or equivalent CGPA.</li> </ul>
	Experience	<ul style="list-style-type: none"> <li>i. Minimum 5 years work experience including 3 years of experience in a reputed Consulting Organization working in the field of Agriculture/ Rural Development/ Skill Development/ Livelihood Development.</li> <li>ii. Candidate should have experience of undertaking financial analysis of various stakeholders operating in the skilling ecosystem.</li> <li>iii. Candidates should have experience of working with Central/State level programme implementation.</li> </ul>

	Other Criteria	<ul style="list-style-type: none"> <li>i. A valid certification in eSOP related to skill development will be an added advantage.</li> <li>ii. Proficiency in reading, writing and speaking in English and Hindi</li> <li>iii. Working knowledge of ERP/e-kaushal platform, etc. will be an added advantage.</li> <li>iv. Knowledge of practical use of tools such as MS Office, Google tools, including advanced Excel features for day-to-day functioning.</li> </ul>
<b>Consultant - Statistics and Data Analytics (01 Post)</b>	Educational Qualification	<ul style="list-style-type: none"> <li>i. First Class Graduate or equivalent grade points in Graduation Degree in Economics, Data Science, Data Analytics, Computer Science, Information Management, Business Administration/ business Analytics or any related field from a recognized institution <b>and/or</b></li> <li>ii. Post-graduation in Science, Economics, Data Science, Data Analytics Computer Science, Information Management, Business Administration/ business Analytics or any related field from a recognized management institution with minimum 55% or equivalent grade points.</li> <li>iii. Preference shall be given to candidates with Post-graduation</li> <li>iv. Candidates should hold a valid certificate in any of the statistical tools such as Stata/ SAS/R/MATLAB/Python, etc. or in BI tools such as Power BI, Tableau, SQL, etc.</li> <li>v. Preference will be given to candidates with certificate / Diploma in Data Analytics / Data Sciences.</li> </ul>
	Experience	<ul style="list-style-type: none"> <li>i. Minimum 5 years of work experience with at least 3 years' experience in Data Analytics in fields related to Consultancy sector.</li> <li>ii. Preference will be given to candidates having experience of executing minimum 5 data driven assignments over the last 03 years preferably in consultancy sphere</li> </ul>
	Other Criteria	<ul style="list-style-type: none"> <li>i. Candidate should have demonstrated ability to lead team of Consultants.</li> <li>ii. Should be energetic with excellent written &amp; oral communication and presentation skills.</li> <li>iii. Candidates should have strong mathematical &amp; statistical skills and have the ability to design modules to collect measurable data, organize and analyse data so collated.</li> <li>iv. Candidates should have storytelling outlook using visualisation tools such as Tableau and Power BI, etc.</li> <li>v. Should be conversant with SQL, relational databases and data warehouse</li> <li>vi. Technical proficiency regarding database design development, data models, techniques for data mining, and segmentation.</li> </ul>

		<ul style="list-style-type: none"> <li>vii. Knowledge of how to create and apply the most accurate algorithms to datasets in order to find solutions</li> <li>viii. Candidate should have problem-solving skills</li> <li>ix. Candidate should have an eye for accuracy and attention to detail</li> <li>x. Adept at queries, writing reports, and making presentations</li> <li>xi. Candidate should be a team player</li> <li>xii. Excellent communication skills (verbal &amp; written) with ability to simplify complex insights for end users</li> <li>xiii. Proven working experience in data analysis.</li> </ul>
<b>Associate Consultant- Food Processing and Storage (01 Post)</b>	Educational Qualification	<ul style="list-style-type: none"> <li>i. First Class Graduate or equivalent grade points in Graduation Degree in Food Technology/ Food Processing/ Food Engineering/ Food and Agri Business Management/ Food Supply Chain Management/ Food Plant Operations and other allied sectors/ Post-harvest Management from a recognized institution <b>and / or</b></li> <li>ii. Post-graduation in Food Technology/ Food Processing/ Food Engineering/ Food and Agri Business Management/ Food Supply Chain Management/ Food Plant Operations and other allied sectors/ Post-harvest Management from a recognised management institution with minimum 55% or equivalent grade points.</li> <li>iii. Preference shall be given to candidates with Post-graduation</li> </ul>
	Experience	<ul style="list-style-type: none"> <li>i. The candidate should have minimum 3 years of work experience in Consultancy organization / Financial Institution / Developmental agency.</li> <li>ii. Candidate having experience in consultancy sector will be preferable.</li> </ul>
	Other Criteria	<ul style="list-style-type: none"> <li>i. Candidates should have good written and oral business communication skills, analytical skills and must be willing to execute consultancy assignments.</li> <li>ii. Candidate should have the ability to draft proposals/reports/submission of bids/Eols/proposal preparation/ white papers/ content writing etc.</li> <li>iii. Candidate should be a team player, must be energetic and must have excellent presentation skills.</li> <li>iv. Candidates with additional knowledge of Analysis tools/software is desirable.</li> <li>v. Candidate should have knowledge of practical use of tools such as MS Office, including advanced Excel features for day-to-day functioning.</li> <li>vi. Candidate should have problem-solving skills</li> <li>vii. Candidate should have an eye for accuracy and attention to detail</li> </ul>

<b>Associate Consultant –BDU (01 Post)</b>	Educational Qualification	i. First Class Graduate or equivalent grade points in Graduation Degree in Agriculture/ Allied sector to Agriculture/ Food Technology/ Economics/ Management/ Social Science/ Natural Resource Management from a recognized institution <b>and/or</b> ii. Post-graduation in Agriculture/ Allied sector to Agriculture/ Food Technology/ Economics/ Management/ Social Science/ Natural Resource Management from a recognised management institution with minimum 55% or equivalent grade points iii. Preference shall be given to candidates with Post-graduation
	Experience	i. The candidate should have minimum 3 years of work experience in Consultancy organization/Financial Institution/developmental agency. ii. Candidate having experience in consultancy sector will be preferable.
	Other Criteria	i. Candidates should have good written and oral business communication skills & analytical skills. ii. Candidate should have ability in drafting of proposals/reports/submission of bids /EoIs /proposal preparation/ white papers/ content writing/ poster preparations/ brochure preparation/ social media write ups for creating awareness iii. Candidate should be a team player, must be energetic and must have excellent presentation skills. iv. Candidate should have knowledge of practical use of tools such as MS Office, including advanced Excel features for day-to-day functioning. v. Candidate should have an eye for accuracy and attention to detail

#### 4. Remuneration:

Position wise remuneration for the posts is as under:-

S. No.	Posts	Consolidated monthly remuneration*
1	Senior Consultant	Starting Rs.1,25,000/- per month
2	Consultant	Starting Rs. 87,500/- per month
3	Associate Consultant	Starting Rs. 55,000/- per month

\* - Higher remuneration may be considered in case of highly deserving candidates based on relevant experience, qualification, last drawn salary etc.

- The staff will be liable for tax liabilities as per Income Tax Act & Rules in force and the tax will be deducted at source.
- Other than the above remuneration, candidate is also eligible for other facilities/allowances as per NABCONS policy.

## 5. Age:

Position	Age (as on 31 December 2022)
Senior Consultant	Preferably below 50 years
Consultant	Preferably below 45 years
Associate Consultant	Preferably below 35 years

## 6. Contract Period:

Initial contract will be for a period of one year and further extendable by **three years**, to be renewed each year based on annual performance review, as per the existing Company's policy.

## 7. Termination Clause:

The contract will be terminable by three months' notice period on either side as per the existing Company's policy.

## 8. Selection Process:

- i. The candidates shortlisted as per the eligibility criteria may be subject to a test on drafting skills and computer skills followed by Personal Interview.
- ii. Mode of Interview will be indicated at the time of issuing call letters to the shortlisted candidates.

## 9. How to Apply:

Interested candidates may apply online in the prescribed format within **10** days by clicking on the following links and filling the details therein from **17 January 2023 to 26 January 2023**. Applications submitted successfully will only be considered.

S. No.	Posts	Link to apply
1	Senior Consultant -I	<a href="https://forms.office.com/r/8SDYk8CDc3">https://forms.office.com/r/8SDYk8CDc3</a>
	Senior Consultant-II	<a href="https://forms.office.com/r/Dy7XtxNbxid">https://forms.office.com/r/Dy7XtxNbxid</a>
2	Consultant	<a href="https://forms.office.com/r/bbW7spVkas">https://forms.office.com/r/bbW7spVkas</a>
3	Consultant-Civil Engineer	<a href="https://forms.office.com/r/2wPz24QdTp">https://forms.office.com/r/2wPz24QdTp</a>
4	Consultant-Skill	<a href="https://forms.office.com/r/6AzKi5CJSj">https://forms.office.com/r/6AzKi5CJSj</a>
5	Consultant - Statistics and Data Analytics	<a href="https://forms.office.com/r/kwGN1u4Pyb">https://forms.office.com/r/kwGN1u4Pyb</a>
6	Associate Consultant- BDU	<a href="https://forms.office.com/r/78kxrsa2Mr">https://forms.office.com/r/78kxrsa2Mr</a>
7	Associate Consultant- Food Processing and Storage	<a href="https://forms.office.com/r/ADWrFeG8nh">https://forms.office.com/r/ADWrFeG8nh</a>

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.

## 10. Instructions:

- i. Before applying, candidates should read all the instructions carefully and ensure that they fulfil 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](http://www.nabcons.com)). No other mode of submission of application will be accepted.
- iii. **Important Dates/Timeline**

<b>Last date for submission of online applications</b>	<b>26 January 2023 Midnight</b>
<b>NABCONS reserves the right to make change in the dates indicated above.</b>	

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

## 11. General Information:

- i. Only Shortlisted candidates will be called for the interview. Location and the process of 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.
- ii. The applicant may submit the declaration in the online form with respect to the educational qualification and experience. Self-attested copies of educational qualifications and experience certificates to be compulsorily submitted at the time of the interview. Original documents would be required for verification at the time of interview, failing which candidate will not be allowed to attend interview.
- iii. Place of posting of the candidate appointed for the given posts will be as per clause (1) of the advertisement. Candidates, however, is liable to be posted at any other Office or Unit of NABCONS in India or abroad In future, depending on the Office requirements.
- iv. For the eligible shortlisted candidates already working with NABCONS, in case of selection for any of the posts, they will have to resign from their existing contract and sign the fresh contract.
- v. List of selected and waitlisted candidates for the posts will be uploaded in NABCONS website ([www.nabcons.com](http://www.nabcons.com)). The validity of the panel of selected and waitlisted candidates will be 06 months. However, NABCONS reserves the right to extend the offer of appointment to the waitlisted candidates.
- vi. 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.

- vii. 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.
- viii. 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.
- ix. Merely satisfying the eligibly criteria does not entitle 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 / shortlisting with reference to candidate's qualification, suitability, experience, etc., as per eligibility criteria. Applications received after the due date shall not be entertained and will be rejected.
- x. 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.
- xi. The contractually engaged staff shall have no legal claim to regular absorption either during the period of contractor after the period of contract expires. Similarly, the Contract Appointee will have no claims as to seniority.
- xii. NABCONS reserves the right to cancel the recruitment for the captioned post without assigning any reason at any stage.