



State Planning Commission, "Ezhilagam"
Chepauk, Chennai- 600 005.

Notification No. 1/SPC/2021,

Dated: 30.12.2021

Applications are invited for the post of Public Policy Consultants (4 Nos) and Research Assistants (3 Nos) in State Planning Commission on a purely temporary basis in consolidated pay for a period of 6 months only.

The details of Job Description, Qualification, Terms and conditions and applying procedure are stated below:

a) Public Policy Consultants:

Job Description: The public policy consultants shall assist State Planning Commission in collecting and summarizing relevant academic literature and policy documents on specific topics. The public policy consultants will also prepare the policy documents and chapters for reports under the direction of State Planning Commission. The consultants shall also make field visits to evaluate on-going programmes or to collect information/data on specific issues.

Qualification: The Public Policy consultants should have obtained a post-graduate degree from a recognized university in any of the following disciplines:

- i. Social Sciences, particularly in Economics, Sociology and Political Science.
- ii. Statistics and Computer Science, with knowledge of Data Analytics.
- iii. Engineers and Law graduates with knowledge of public policy issues in Science and Technology and Law.

These Policy Consultants should have completed Ph.D or have published articles/documents in areas of public policy or related research themes. Their previous experience in policy related matters will be considered.

Terms and Conditions:

The Public Policy Consultants shall be appointed on a contract basis for a period of six months and after a review the contract may be extended for a period up to two years. The consolidated monthly salary for a public policy consultant shall be Rs 75,000/- and could be increased up to 10% after a year. However, for candidates with exceptional experience in policy matters shall be up to Rs 1,00,000/-

b) Research Assistants:

Job Description: The Research Assistants shall work along with the Public Policy Consultants in the preparation of policy documents and reports. The Research Assistant shall also be involved in primary data collection and field work related to a study.

Qualification: Candidates with a post-graduate degree from reputed institution in social sciences, mathematics, statistics and computer science will be preferred.

Terms and Conditions: The Research Assistants shall be appointed on a contract basis for a period of six months and after a review, the contract may be extended for a period up to two years. The consolidated monthly salary for a Research Assistant shall be Rs 40,000/- and could be increased up to 10% after a year. However, for candidates with exceptional experience in research shall be up to Rs 50,000/-

Procedure for Applying:

1. The candidates possessing the requisite qualifications and willing to apply for the posts, shall download the application and send the duly filled application along with requisite details such as C.V. and 2 or 3 publications of articles/ monograph relevant for the post they would like to apply for.
2. For policy consultants, candidates possessing experience in public health, nutrition, school education, labour welfare, women and rural development will be desired.
3. The candidates are instructed to obtain two references letters, one of which should be from the present/ previous employer and one from the expert, describing the suitability of the candidate for the post. The reference letter should have complete contact details of the experts.
4. The candidates are instructed to send their applications in a sealed envelope mentioning the post he/she applies for. The application may be sent by Registered post to the office address or may be handed over in person on or before 20.01.2022.

Sd/- T.S.Rajsekar,
Member Secretary