

F. No.ME-22/2/2016-ME
Government of India
Ministry of Women and Child Development
ME Unit

Shastri Bhawan, New Delhi-110 001.
Dated the 4th July, 2018

Vacancy Circular

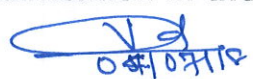
Subject: - Hiring of Consultants in Monitoring & Evaluation (ME) Unit of Ministry of Women and Child Development, Government of India, New Delhi.

Ministry of Women and Child Development (MWCD) has been *inter-alia*, assigned the task of Monitoring and Evaluation for Anganwadi Services under Umbrella Integrated Child Development Services Scheme in the country. Monitoring & Evaluation Unit of MWCD is carrying out activities of Monitoring and Evaluation as per the items of work of Monitoring for Anganwadi Services under Umbrella ICDS Scheme on selected indicators on monthly/ quarterly basis; State wise fixation of Physical Targets under 20-Point Programme of ICDS Scheme; Compilation of State-wise SC/ST beneficiaries under ICDS on Annual Basis including collection & compilation of State/ District-wise data on availability of toilets & infrastructure facilities at the AWCs; Web Based Rapid Reporting System (RRS) on ICDS in the country; National Level Awards for Anganwadi Workers in the States/UTs; Multi-Sectoral Development Programme (MSDP) of Ministry of Minority Affairs for construction of AWCs in minority districts which are lacking in basic infrastructure facilities etc.

2. It is in this context, that the Ministry intends to hire a team of Consultants with expertise in the specific technical areas to provide technical and management support in the implementation of the project. Summary of the Consultant position to be hired is as follows:

Sl. No.	Name of the positions	No. of Positions	Consolidated remuneration	Terms of Reference
1.	Junior Consultant (Programmer)	01	₹60,000/- inclusive of TA of ₹ 5000 per month	Annex -1
2.	Junior Consultant (Coordination)	01	₹60,000/- inclusive of TA of ₹ 5000 per month	Annex -2
3.	Young Professional including work of data entry	01	₹30,000/- inclusive of TA of ₹ 5000 per month	Annex -3

3. Applications from eligible candidates for the aforesaid positions are invited in the enclosed Proforma (Annex-4) along with copies of the certificates of essential qualifications and experiences. The applications may be addressed to the Under Secretary (ME), Ministry of Women and Child Development, Shastri Bhawan, New Delhi -110 001 (Tel:011 23389612). Applications received incomplete or after the due date will not be considered. Only shortlisted candidates will be intimated and called for an interview. The MWCD reserves the right to reject any or all applications without assigning any reason. Duly filled up application form along with relevant documents may be ensured **to reach within three weeks from date of its publication in the Employments News.**


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(V.C. Choudhary)

Under Secretary to the Govt. of India
Tel. 011 23389612

Tor for hiring Consultants in Monitoring Unit, MWCD

Position: Junior Consultant (Programmer)

Essential Qualification & Experience

- B. Tech or B.E. (IT) with 60% marks.
- 5 years IT experience including Programming of any Statistical Software and Data management
- Proficient in Monitoring and Evaluation techniques and methodologies.
- Age should be not more than 35 years on date of advertisement.

Desirable Qualifications

- Experience of working with Government/ Government organizations
- Expertise in MS Office including Word, Excel and PowerPoint.
- Preference of Programming Language and Database.

Scope of Work

- Ability to analyse the data/ Monthly Information Report (MIS).
- Monitoring of ICDS Scheme on select indicators on monthly/ quarterly basis.
- Preparation of application software for revised MIS on ICDS scheme.
- Preparation of State's Profile on ICDS Scheme.
- Monitoring of ICDS scheme-Preparation of Analysis (every quarter).
- Data inputs available in ME Unit to various Sections/Units/Cells for furnishing of information/material sought.
- Miscellaneous works assigned in ME Unit.

Consolidated Remuneration

₹ 60,000/- , inclusive of TA of ₹ 5000 per month.