

**NATIONAL INSTITUTE OF SOCIAL DEFENCE**  
**(An Autonomous body Ministry of Social Justice & Empowerment)**  
**West Block-1, Wing-7, Ground Floor, R.K. Puram, New Delhi**

The National Institute of Social Defence (NISD), an autonomous body under the Ministry of Social Justice and Empowerment, invites application for hiring of Consultants (03 in Nos.) purely on contractual basis for a period of six months. The initial hiring will be for a period of six months which could be further extended on need basis. The consolidated package will be upto a maximum of Rs.30,000/- per month.

The candidates should possess the following eligibility criteria :-

- (i) Maximum age for engagement as Consultant will be 35 years.
- (ii) He/She should have adequate knowledge of Government rules and procedures.
- (iii) He/She should be able to handle work independently and should have proficiency in computers.
- (iv) He/She should have good communication skills and proficiency in Hindi & English language.
- (v) He/She should produce a Character Certificate from any local administrative authority or duly certified by a Gazetted Officer.
- (vi) He/She should not be charged in any Police Case.

In addition they should possess the following desirable qualifications:-

- (i) Should be a Graduate in any discipline. However, preference will be given to MSW/ M.A. (Sociology) and also B.Com. Graduates.
- (ii) Should have basic knowledge of computer.
- (iii) Should have expertise in analysis and compilation of data.
- (iv) Should have basic knowledge in preparation of official notes and drafts.

Duly filled in application forms, as at Annexure, may please be addressed to Deputy Director (Admn. & Plg.), West Block-1,Wing-7, Ground Floor, R.K.Puram, New Delhi-110066, so as to reach **on or before 22/09/2017**. Applications received after due date will not be entertained.

**Director**  
**Tel: 011-26100058**

**Proforma**



1. Name: \_\_\_\_\_
2. Father's Name: \_\_\_\_\_
3. Postal Address: \_\_\_\_\_
4. E-mail Address: \_\_\_\_\_
5. Contact No.: \_\_\_\_\_
6. \*Date of Birth: \_\_\_\_\_
7. \*Identity Proof: \_\_\_\_\_  
( Aadhar Card issued by UIDAI/ Voter ID Card)
8. \*Educational Qualification: \_\_\_\_\_
9. \*Experience: \_\_\_\_\_
10. References from two renowned persons with their address and telephone number.  
\_\_\_\_\_  
\_\_\_\_\_
11. Any other information: \_\_\_\_\_

***\* Candidates should produce Originals in respect of Sr,Nos. 6,7,8 &9 above at the time of Interview.***

**Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, the CV correctly describes me, and my qualifications and experiences. I understand that any willful mis-statement described herein may lead to my disqualification or dismissal, if engaged.

Date:

Signature

Place: