

Advertisement for Engagement of Professionals / Subject Experts under State Support Mission (SSM)

State Support Mission- The NITI Aayog, Government of India has launched a State Support Mission (SSM), under a Central Sector Scheme that offers technical and financial support to States/UTs with an objective of strengthening the capacity of the States, and to conceive, conceptualize, structure and implement key initiatives that can transform socio-economic landscape of the States as well as the Country. One of the components of SSM includes setting up of **State Transformation Cell (STC)**, wherein, a multidisciplinary **Programme Implementation Unit (PIU)** consisting of 09 sectoral experts including a team leader will be engaged to facilitate the functioning of State Transformation Cell (STC). In addition to above, 01 Data Analyst will also be engaged for Monitoring & Evaluation and Data Analytics Unit of the State Transformation Cell (STC).

The **State Transformation Cell (STC)** will supplement the department's strength by functioning as a Think Tank of the State Government and bridge the gap of deficiency in project analysis and research. It will evaluate and assess the existing strategies, methodologies and systems to improve the socio-economic conditions of the State, carry out research, prepare sectoral reports on a regular basis and maintain regular updates on the key progress indicators of the State. It will also conduct extensive monitoring and evaluation exercises for better implementation of projects as well as deeper analysis of project proposals.

Positions for engagement under STC-

Sr. No.	Position	Role	No. of Positions
1	Team Leader	Overall Coordination	1
2	Sector Expert	Agriculture and Allied Sectors	1
3		Tourism Sector	1
4		Industry & Infrastructure	1
5		Urban Development/ Urban Planning	1
6		Economics & Finance	1
7		Social Sector (Health, Education & Welfare)	1
8		Monitoring and Evaluation	1
9		IT & Data Analytics	1
Monitoring, Evaluation and Data Analytics Unit			
10	Data Analyst	Monitoring, Evaluation and Data Analytics	1

The Terms of Reference including Terms and Conditions of the engagement are given below:-

Terms of Reference for Hiring

Team Leader

1	Name of Position	Team Leader
2	Number of Positions	1 (One)
3	Method of Selection	Engagement through Open Market
4	Age Limit	Candidate should be below 50 years of age as on the date of advertisement.
5	Period of Engagement	For a period of 1 year
6	Location of Posting	Planning Department, Shimla
7	Remuneration (per month)	1,50,000/- (Consolidated inclusive of all)
8	Education Qualification	
8(i)	Essential	Master's degree in Economics or Business Administration or MBA in Finance or Post Graduate Diploma in Project Management.
8(ii)	Desirable	Advanced diploma or Degree in M&E, Project Appraisal & Risk Management and published papers in project management would be preferred.
9	Experience	Minimum 7 years extensive experience in Macro-economics, development economics, Fiscal Management, Statistics, Finance, or related discipline in Government or reputed Government Organizations, International development agencies and Research Organizations. The last 3 years should be at a senior management level. A strong record of publications in the area of economic development, statistical systems development or capacity building with well delineated policy implications. Candidate should also have demonstrated experience relating to leading team, managing projects, as well as conducting stakeholder engagement.
10	Job description/ Duties & Responsibilities	<ol style="list-style-type: none"> 1- Maintain liaison between the Planning Department, LKI and NITI Aayog. 2- To develop and monitor the KPIs of Economic and Social Development of the State. 3- To lead analytical work related to current macro-economic, financial, and structural developments in the state, economic outlook, strategic economic issues, financial trends and investment outlook of the state in the backdrop of state and national strategy. 4- To design and conduct field surveys and studies in different sectors of the economic development of the State. 5- To prepare various State Indices on the line of Indices prepared by NITI Aayog, UN organization etc.

		<p>6- Preparation of development strategies, sectoral targets, socio-economic goals, and State Vision @2047, as per HP's requirements and roadmap to achieve the same.</p> <p>7- To assist STC in achieving its objectives in collaboration with NITI Aayog and the LKI.</p> <p>8- Assist State in strengthening the innovation & monitoring & evaluation ecosystems. Creation and facilitation of cross learning platforms.</p> <p>9- Preparation of the State, regional and sectoral reports on regular basis & documentation of activities performed under STC.</p> <p>10- Regular update of progress in State using the dashboard/ portal maintained by NITI Aayog.</p> <p>11- Plan and organize workshops, meetings and other events related to the STC, including preparation of inputs for the workshop and recoding of minutes and monitoring of compliance.</p> <p>12- Documentation of activities and emerging good practices followed by the STC.</p> <p>13- Perform such other functions as may be necessary in the interest of the Mission.</p> <p>14- Any other task as assigned by Nodal Officer or Incharge, SSM Himachal Pradesh.</p>
11	Knowledge and Skills	<ul style="list-style-type: none"> ● Experience in stakeholder management. ● Experience in reviewing and drafting detailed project reports. ● Prior experience with Government, UN Agencies, other international organizations and organizations of repute is desirable. ● Knowledge and experience related to National/State Planning. ● Excellent Analytical and Problem- solving skills.
12	Language Requirements	Excellent verbal and written English and Hindi language skills and demonstrate ability to communicate effectively in a multi-cultural environment
13	Leave	<ul style="list-style-type: none"> ● Entitled to have State Government listed holidays. ● Individuals will be entitled to leave of 18 days in the entire year.

Terms of Reference for Hiring

Agriculture and Allied Sectors

1	Name of Position	Agriculture and Allied Sectors Expert
2	Number of Positions	1 (One)
3	Method of Selection	Engagement through Open Market
4	Age Limit	Candidate should be below 50 years of age as on the date of advertisement.
5	Period of Engagement	For a period of 1 year
6	Location of Posting	Planning Department, Shimla
7	Remuneration (per month)	1,00,000/- (Consolidated inclusive of all)
8	Education Qualification	
8(i)	Essential	Master's degree in Agriculture or Horticulture or Biotechnology or Microbiology Sector or MBA or Post Graduate Diploma in Management of Agriculture and Horticulture Sector after obtaining Bachelor's degree in Agriculture /Horticulture / Biotechnology / Microbiology with considerable amount of field experience post highest qualification.
8(ii)	Desirable	Persons with Advanced Diploma or Degree in the Agriculture and Horticulture sector, published papers in the Agriculture or Allied Sector would be preferred.
9	Experience	Minimum 3 years extensive experience relevant to job description. Preference will be given to persons with work experience in Agriculture and Horticulture Sector. Candidate should also have demonstrated experience relating to working in team, managing projects, as well as conducting stakeholder engagement.
10	Job description/ Duties & Responsibilities	<ol style="list-style-type: none">1- To develop and monitor the KPIs related to Agriculture and Allied Sector (Fisheries, Dairy & Animal Husbandry) of the State's Economy.2- To lead analytical work related to Crop Yield Analysis, Climate Change Impact Studies, market Analysis, Impact Assessment of Agricultural Interventions, Sustainable Agriculture Practices, Post-Harvest Loss Analysis, Technology Adoption Studies etc.3- To design and conduct field survey/studies on Agriculture and Horticulture sector of the economy.4- To prepare various sector related State Indices on the line of Indices prepared by NITI Aayog, UN organizations etc.5- Preparation of Agriculture and Horticulture sector development strategies, sectoral targets, socio-economic goals and State Vision @2047, as per HP's requirements and roadmap to achieve the same.

		<p>6- Evaluation and assessment of existing strategies, methodologies, and systems to improve the socio-economic condition of the State.</p> <p>7- Draft policy briefs, presentations, and other documents.</p> <p>8- Coordinate with State officials for preparation of project proposals to be taken up for implementation by the State Government.</p> <p>9- Assist State in strengthening the innovation & monitoring & evaluation ecosystems. Creation and facilitation of cross learning platforms.</p> <p>10- Preparation of the State, regional and sectoral reports on regular basis & documentation of activities performed under STC.</p> <p>11- Regular update of progress in State using the dashboard/ portal maintained by NITI Aayog.</p> <p>12- Plan and organize workshops, meetings and other events related to the STC, including preparation of inputs for the workshop and recoding of minutes and monitoring of compliance.</p> <p>13- Any other tasks as assigned by the Supervisor (Team Leader), which may be necessary in the interest of the Mission.</p>
11	Knowledge and Skills	<ul style="list-style-type: none"> ● Experience in reviewing and drafting detailed project reports. ● Prior experience with Government, UN Agencies, other international organizations and organizations of repute is desirable. ● Knowledge and experience related to National/State Planning. ● Excellent Analytical & Problem- solving skills.
12	Language Requirements	Excellent verbal and written English and Hindi language skills and demonstrate ability to communicate effectively in a multi-cultural environment
13	Leave	<ul style="list-style-type: none"> ● Entitled to have State Government listed holidays. ● Individuals will be entitled to leave of 18 days in the entire year.

Terms of Reference for Hiring

Tourism Sector

1	Name of Position	Tourism Sector Expert
2	Number of Positions	1 (One)
3	Method of Selection	Engagement through Open Market
4	Age Limit	Candidate should be below 50 years of age as on the date of advertisement.
5	Period of Engagement	For a period of 1 year
6	Location of Posting	Planning Department, Shimla
7	Remuneration (per month)	1,00,000/- (Consolidated inclusive of all)
8	Education Qualification	
8(i)	Essential	Master's degree in Tourism Management or Hospitality Management (areas concerned Tourism Hospitality or Tourism Development or Tourism Industry & Quality Management).
8(ii)	Desirable	Comprehensive understanding of Tourism Development and Management including quality management and control.
9	Experience	Minimum 3 years' experience in tourism development and management. Preference will be given to the candidate having experience in development of Tourism sector strategy, legal & regulatory aspects of the tourism sector and tourism industry classification, quality assessment criteria, process, and procedures. Candidate should also have experience relating to working in team, managing projects, as well as conducting stakeholder engagement.
10	Job description/ Duties & Responsibilities	<p>1-To develop and monitor the KPIs related to tourism development and management sector.</p> <p>2-Provide independent insights on strategy for development and management of Tourism Sector.</p> <p>3-To design and conduct field survey/studies on Tourism Development Sector of the economy in collaboration with organizations of national and international repute.</p> <p>4- To prepare tourism related State Indices on the line of Indices prepared by NITI Aayog, UN organizations etc.</p> <p>5-Preparation of Tourism development strategies, sectoral targets/goals, and State Tourism Vision @2047, as per HP's requirements and roadmap to achieve the same.</p> <p>6-Develop strategies for making Himachal a tourist destination for all seasons and all reasons by emphasizing on the development of activity-based tourism and opening up of new sub stations.</p>

		<p>7-Evaluation and assessment of existing projects, strategies, methodologies, and system of improving the tourism sector of the State.</p> <p>8- Draft policy briefs, presentations, and other documents.</p> <p>9-Coordinate with State officials for preparation of project proposals to be taken up for implementation by the State Government.</p> <p>10-Preparation of the State, regional and sectoral reports on regular basis & documentation of activities performed under STC.</p> <p>11-Regular update of progress in State using the dashboard/ portal maintained by NITI Aayog.</p> <p>12-Plan and organize workshops, meetings and other events related to the STC, including preparation of inputs for the workshop and recoding of minutes and monitoring of compliance.</p> <p>13-Any other tasks as assigned by the Supervisor (Team Leader) which may be necessary in the interest of the mission.</p>
11	Knowledge and Skills	<ul style="list-style-type: none"> ● Experience in reviewing and drafting detailed project reports. ● Prior experience with Government, UN Agencies, other international organizations and organizations of repute is desirable. ● Knowledge and experience related to National/State Planning. ● Excellent Analytical & Problem- solving skills.
12	Language Requirements	Excellent verbal and written English and Hindi language skills and demonstrate ability to communicate effectively in a multi-cultural environment.
13	Leave	<ul style="list-style-type: none"> ● Entitled to have State Government listed holidays. ● Individuals will be entitled to leave of 18 days in the entire year.

Terms of Reference for Hiring

Industry & Infrastructure Sector

1	Name of Position	Industry & Infrastructure Sector Expert
2	Number of Positions	1 (One)
3	Method of Selection	Engagement through Open Market
4	Age Limit	Candidate should be below 50 years of age as on the date of advertisement.
5	Period of Engagement	For a period of 1 year
6	Location of Posting	Planning Department, Shimla
7	Remuneration (per month)	1,00,000/- (Consolidated inclusive of all)
8	Education Qualification	
8(i)	Essential	Master's Degree in any discipline of Engineering/Technology (including Bachelor of Architecture/ Bachelor of Planning) from a recognized university or passed in Sections A and B of Institution Examinations of the Institute of Engineers (India).
8(ii)	Desirable	Person with advanced diploma or degree in the Industry & Infrastructure Sector, published paper in relevant field would be preferred. Post Graduate Diploma in Management(Two Years)/MBA.
9	Experience	Minimum 3 years extensive experience relevant to job description. Preference will be given to persons with work experience in Industry & Infrastructure Sector, implementation of programmes. Candidates should also have demonstrated experience relating to leading team, managing projects, as well as conducting stakeholder engagement.
10	Job description/ Duties & Responsibilities	<ol style="list-style-type: none"> 1- To develop and monitor the KPIs related to Industry & Infrastructure Sector. 2- Provide independent insight on development strategy on industry & Infrastructure Sector. 3- To lead analytical work related to Industrial Sector Analysis, Industrial Competitiveness Assessment, Infrastructure Needs Assessment, Regulatory Policy Analysis, Supply Chain analysis, Infrastructure Financing and Funding Models, industrial Policy Analysis etc. 4- To design and conduct field survey and studies on Industry & Infrastructure sectors of the economy. 5- To prepare various sector related State Indices on the line of Indices prepared by NITI Aayog, UN organization etc. 6- Preparation of Industry & Infrastructure sector development strategies, sectoral targets, socio-economic goals and State

		<p>Vision @2047, as per HP's requirements and roadmap to achieve the same.</p> <p>7- Evaluation and assessment of existing projects, strategies, methodologies, and system of improving the tourism sector of the State.</p> <p>8- Draft policy briefs, presentations, and other documents.</p> <p>9- Coordinate with State officials for preparation of project proposals to be taken up for implementation by the State Government.</p> <p>10- Assist State in strengthening the innovation & monitoring & evaluation ecosystems. Creation and facilitation of cross learning platforms.</p> <p>11- Preparation of the State, regional and sectoral reports on regular basis & documentation of activities performed under STC.</p> <p>12- Regular update of progress in State using the dashboard/ portal maintained by NITI Aayog.</p> <p>13- Plan and organize workshops, meetings and other events related to the STC, including preparation of inputs for the workshop and recoding of minutes and monitoring of compliance.</p> <p>14- Any other tasks as assigned by the Supervisor (Team Leader) which may be necessary in the interest of the Mission.</p>
11	Knowledge and Skills	<ul style="list-style-type: none"> ● Experience in reviewing and drafting detailed project reports. ● Prior experience with Government, UN Agencies, other international organizations and organizations of repute is desirable. ● Knowledge and experience related to National/State Planning. ● Excellent Analytical and Problem- solving skills.
12	Language Requirements	Excellent verbal and written English and Hindi language skills and demonstrate ability to communicate effectively in a multi-cultural environment
13	Leave	<ul style="list-style-type: none"> ● Entitled to have State Government listed holidays. ● Individuals will be entitled to leave of 18 days in the entire year.

Terms of Reference for Hiring

Urban Development/ Urban Planning Sector

1	Name of Position	Urban Development/ Urban Planning Sector Expert
2	Number of Positions	1 (One)
3	Method of Selection	Engagement through Open Market
4	Age Limit	Candidate should be below 50 years of age as on the date of advertisement.
5	Period of Engagement	For a period of 1 year
6	Location of Posting	Planning Department, Shimla
7	Remuneration (per month)	1,00,000/- (Consolidated inclusive of all)
8	Education Qualification	
8(i)	Essential	Master's degree in Planning / Engineering with Bachelor Degree in Architecture / Planning / Engineering from a recognized University or passed in Sections A and B of Institution Examinations of the Institute of Engineers (India).
8(ii)	Desirable	Persons with advanced diploma or Degree in the Urban Development & Planning Sector, published paper in relevant field would be preferred. Post Graduate Diploma in Management (Two Years) / MBA.
9	Experience	Minimum 3 years extensive experience relevant to job description. Preference will be given to persons with work experience in Urban Development and Planning Sector, implementation of programmes. Candidates should also have demonstrated experience relating to working in team, managing projects, as well as conducting stakeholder engagement.
10	Job description/ Duties & Responsibilities	<ol style="list-style-type: none"> 1- To develop and monitor the KPIs related to Urban Development /Urban Planning Sector for Sustainable Economic Development. 2- Provide independent insight on development strategy for Urban Development & Urban Planning. 3- To lead analytical work related to Spatial Analysis, Transportation Planning and Traffic Analysis, Housing and Real Estate Market Analysis, Infrastructure Needs Assessment, Urban Governance and Policy Analysis, Impact Assessment of Urban Policies, Urban reforms and projects etc. 4- To design and conduct field survey and studies on Urban Development / Urban Planning Sectors. 5- To prepare various sector related State Indices on the line of Indices prepared by NITI Aayog, UN organization etc. 6- Preparation of Urban Development / Urban Planning sector development strategies, sectoral targets, socio-economic goals

		<p>and State Vision @2047, as per HP's requirements and roadmap to achieve the same.</p> <p>7- Evaluation and assessment of existing strategies, methodologies, and systems to improve the socio-economic condition of the State.</p> <p>8- Draft policy briefs, presentations, and other documents.</p> <p>9- Coordinate with State officials for preparation of project proposals to be taken up for implementation by the State Government.</p> <p>10- Assist State in strengthening the innovation & monitoring & evaluation ecosystems. Creation and facilitation of cross learning platforms.</p> <p>11- Preparation of the State, regional and sectoral reports on regular basis & documentation of activities performed under STC.</p> <p>12- Regular update of progress in State using the dashboard/ portal maintained by NITI Aayog.</p> <p>13- Plan and organize workshops, meetings and other events related to the STC, including preparation of inputs for the workshop and recoding of minutes and monitoring of compliance.</p> <p>14- Any other tasks as assigned by the Supervisor (Team Leader) which may be necessary in the interest of the Mission.</p>
11	Knowledge and Skills	<ul style="list-style-type: none"> ● Experience in reviewing and drafting detailed project reports. ● Prior experience with Government, UN Agencies, other international organizations and organizations of repute is desirable. ● Knowledge and experience related to National/State Planning. ● Excellent Analytical and Problem- solving skills.
12	Language Requirements	Excellent verbal and written English and Hindi language skills and demonstrate ability to communicate effectively in a multi-cultural environment
13	Leave	<ul style="list-style-type: none"> ● Entitled to have State Government listed holidays. ● Individuals will be entitled to leave of 18 days in the entire year.

Terms of Reference for Hiring

Economics & Finance Sector

1	Name of Position	Economics & Finance Sector Expert
2	Number of Positions	1 (One)
3	Method of Selection	Engagement through Open Market
4	Age Limit	Candidate should be below 50 years of age as on the date of advertisement.
5	Period of Engagement	For a period of 1 year
6	Location of Posting	Planning Department, Shimla
7	Remuneration (per month)	1,00,000/- (Consolidated inclusive of all)
8	Education Qualification	
8(i)	Essential	Master's Degree in Economics or Finance or MBA in Business Administration with Finance or Post Graduate Diploma in Financial Management with Bachelor's degree in above subjects.
8(ii)	Desirable	Strong Analytical and Quantitative Skills, in-depth understanding of Economics and Financial concepts, Awareness of Current Events and Market Trends, Critical Thinking and Problem-Solving Skills.
9	Experience	Minimum 3 years extensive experience relevant to job description. Preference will be given to persons with work experience in Economics & Finance Sector, and implementation of programmes. Candidates should also have demonstrated experience relating to leading team, managing projects, as well as conducting stakeholder engagement.
10	Job description/ Duties & Responsibilities	<ol style="list-style-type: none"> 1. To develop and monitor the KPIs related to Economic & Finance Sector. 2. Provide independent insight on development strategy in the Economics & Finance Sector. 3. To lead analytical work related to Macroeconomic Analysis, Financial Market Research, Economic forecasting, Risk analysis, Financial Statement Analysis, Economic Development Studies, Market and Consumer Surveys etc. 4. To design and conduct field surveys and studies on Economics & Finance sectors of the economy in collaboration with organizations of national and international repute. 5. To prepare various sector related State Indices on the line of Indices prepared by NITI Aayog, UN organization etc. 6. Preparation of Economics & Finance sector development strategies, sectoral targets, socio-economic goals, and State Vision@2047, as per HP's requirements and roadmap to achieve the same.

		<p>7. Evaluation and assessment of existing strategies, methodologies, and systems to improve the socio-economic condition of the State.</p> <p>8. Draft policy briefs, presentations, and other documents.</p> <p>9. Coordinate with State officials for preparation of project proposals to be taken up for implementation by the State Government.</p> <p>10. Assist State in strengthening the innovation & monitoring & evaluation ecosystems. Creation and facilitation of cross learning platforms.</p> <p>11. Preparation of the State, regional and sectoral reports on regular basis & documentation of activities performed under STC.</p> <p>12. Regular update of progress in State using the dashboard/ portal maintained by NITI Aayog.</p> <p>13. Plan and organize workshops, meetings and other events related to the STC, including preparation of inputs for the workshop and recoding of minutes and monitoring of compliance.</p> <p>14. Any other tasks as assigned by the Supervisor (Team Leader) which may be necessary in the interest of the Mission</p>
11	Knowledge and Skills	<ul style="list-style-type: none"> ● Experience in reviewing and drafting detailed project reports. ● Prior experience with Government, UN Agencies, other international organizations and organizations of repute is desirable. ● Knowledge and experience related to National/State Planning. ● Excellent Analytical and Problem-solving skills.
12	Language Requirements	Excellent verbal and written English and Hindi language skills and demonstrate ability to communicate effectively in a multi-cultural environment
13	Leave	<ul style="list-style-type: none"> ● Entitled to have State Government listed holidays. ● Individuals will be entitled to leave of 18 days in the entire year.

Terms of Reference for Hiring

Social Sector

1	Name of Position	Social Sector Expert
2	Number of Positions	1 (One)
3	Method of Selection	Engagement through Open Market
4	Age Limit	Candidate should be below 50 years of age as on the date of advertisement.
5	Period of Engagement	For a period of 1 year
6	Location of Posting	Planning Department, Shimla
7	Remuneration (per month)	1,00,000/- (Consolidated inclusive of all)
8	Education Qualification	
8(i)	Essential	Master's Degree in Economics or Social Work or Sociology or Rural Development or Public Policy or MBA in Social Work.
8(ii)	Desirable	Training in specific areas, such as trauma-informed care, child protection, women and child development, health & gender sensitivity, or conflict resolution, for addressing specific social challenges. Proficiency in data analysis tools and software allows for data-driven decision-making and evidence-based programming.
9	Experience	Minimum 3 years extensive experience relevant to job description. Preference will be given to persons with work experience in Social Sector development & implementation of programmes. Experience in fostering partnerships between the public, private, and social sectors. Candidates should also have demonstrated experience relating to working in team, managing projects, as well as conducting stakeholder engagement.
10	Job description/ Duties & Responsibilities	<ol style="list-style-type: none"> 1- To develop and monitor the KPIs related to Social Sector (Health, Education & Welfare). 2- Provide independent insight on strategy to tackle social challenges prevalent in the society. 3- To lead analytical work related to Social Needs Assessment, Impact Assessment, Social Policy Analysis, Social Impact measurement & Social Entrepreneurship Analysis etc. 4- To design and conduct field survey and studies on Social Sectors of the economy in collaboration with organizations of national and international repute. 5- To prepare various sector related State Indices on the line of Indices prepared by NITI Aayog, UN organization etc. 6- Preparation of Social Sector development strategies, sectoral targets, socio-economic goals, and State Vision @2047, as per HP's requirements and roadmap to achieve the same.

		<p>7- Evaluation and assessment of existing strategies, methodologies, and systems to improve the socio-economic condition of the State.</p> <p>8- Draft policy briefs, presentations, and other documents.</p> <p>9- Coordination with development partners and technical agency concerned.</p> <p>10- Coordinate with State officials for preparation of project proposals to be taken up for implementation by the State Government.</p> <p>11- Assist State in strengthening the innovation & monitoring & evaluation ecosystems. Creation and facilitation of cross learning platforms.</p> <p>12- Preparation of the State, regional and sectoral reports on regular basis & documentation of activities performed under STC.</p> <p>13- Regular update of progress in State using the dashboard/ portal maintained by NITI Aayog.</p> <p>14- Plan and organize workshops, meetings and other events related to the STC, including preparation of inputs for the workshop and recoding of minutes and monitoring of compliance.</p> <p>15- Any other tasks as assigned by the Supervisor (Team Leader) which may be necessary in the interest of the Mission</p>
11	Knowledge and Skills	<ul style="list-style-type: none"> ● Experience in reviewing and drafting detailed project reports. ● Prior experience with Government, UN Agencies, other international organizations and organizations of repute is desirable. ● Knowledge and experience related to National/State Planning. ● Excellent Analytical and Problem-solving skills.
12	Language Requirements	Excellent verbal and written English and Hindi language skills and demonstrate ability to communicate effectively in a multi-cultural environment
13	Leave	<ul style="list-style-type: none"> ● Entitled to have State Government listed holidays. ● Individuals will be entitled to leave of 18 days in the entire year.

Terms of Reference for Hiring

Monitoring and Evaluation Expert

1	Name of Position	Monitoring and Evaluation Expert
2	Number of Positions	1 (One)
3	Method of Selection	Engagement through Open Market
4	Age Limit	Candidate should be below 50 years of age as on the date of advertisement.
5	Period of Engagement	For a period of 1 year
6	Location of Posting	Planning Department, Shimla
7	Remuneration (per month)	1,00,000/- (Consolidated inclusive of all)
8	Education Qualification	
8(i)	Essential	Master's degree in Economics or Sociology or Public Policy or International Development or Monitoring and Evaluation or Project Management or Rural Development.
8(ii)	Desirable	Training in monitoring and evaluation methodologies, tools, and techniques, certifications in monitoring and Evaluation, Strong data analysis skills, including proficiency in statistical software and data visualization tools.
9	Experience	Minimum 3 years extensive experience relevant to job description. Preference will be given to persons with work experience in Monitoring and Evaluation projects. Candidates should also have demonstrated experience relating to working in team, managing projects, as well as conducting stakeholder engagement.
10	Job description/ Duties & Responsibilities	<ol style="list-style-type: none">1- To develop and strengthen monitoring, inspection and evaluation procedures.2- To monitor and evaluate overall progress on the KPIs concerning different sectors of the development.3- Provide independent insights on strengthening the monitoring and evaluation component of the State.4- To design and conduct field survey and studies on the state economy in collaboration with organizations of national and international repute.5- To prepare various evaluation reports.6- Preparation of Monitoring and Evaluation development strategies, sectoral targets, socio-economic goals and State Vision @2047, as per HP's requirements and roadmap to achieve the same.7- Evaluation and assessment of existing strategies, methodologies, and systems to improve the socio-economic condition of the State.

		<p>8- To develop measurable output, outcome and performance indicators.</p> <p>9- Suggest strategies to the Government for improving the efficiency and effectiveness of the projects/schemes by identifying bottlenecks in completing project/scheme activities and developing plans to minimize or eliminate such bottlenecks.</p> <p>10- To interpret complex datasets and derive meaningful insights.</p> <p>11- To work on various statistical software's and data visualization tools.</p> <p>12- Maintain effective relationship with development partners, Government agencies and technical agencies concerned.</p> <p>13- To provide valuable insights based so that data driven decisions be taken by the Government.</p> <p>14- Any other tasks as assigned by the Supervisor (Team Leader) which may be necessary in the interest of the Mission.</p>
11	Knowledge and Skills	<ul style="list-style-type: none"> ● Experience in reviewing and drafting detailed project reports. ● Prior experience with Government, UN Agencies, other international organizations and organizations of repute is desirable. ● Knowledge and experience related to National/State Planning. ● Excellent Analytical & Problem- solving skills.
12	Language Requirements	Excellent verbal and written English and Hindi language skills and demonstrate ability to communicate effectively in a multi-cultural environment
13	Leave	<ul style="list-style-type: none"> ● Entitled to have State Government listed holidays. ● Individuals will be entitled to leave of 18 days in the entire year.

Terms of Reference for Hiring

IT & Data Analytics Expert

1	Name of Position	IT & Data Analytics Expert
2	Number of Positions	1 (One)
3	Method of Selection	Engagement through Open Market
4	Age Limit	Candidate should be below 50 years of age as on the date of advertisement.
5	Period of Engagement	For a period of 1 year
6	Location of Posting	Planning Department, Shimla
7	Remuneration (per month)	1,00,000/- (Consolidated inclusive of all)
8	Education Qualification	
8(i)	Essential	Bachelor's degree in Computer Science or Information Technology or Data Science
8(ii)	Desirable	Master's Degree (M.SC. or M. Tech.) in Data Science or Data Analytics or Business Analytics, or a specialized IT field or MSc IT or MCA. Knowledge of Computer Software's & Hardware's. Proficiency in Programming Languages such as Visual Basic, Visual C++, Python, R, SQL, Java, or others depending on the domain. Knowledge of database systems and SQL for data storage, retrieval, and manipulation. Familiarity with data visualization tools like Tableau, Power BI, or others to effectively present insights from data. Understanding cloud platforms such as AWS, Azure, or Google Cloud for data storage, processing, and analysis. Expertise in Data Analysis Techniques and predictive modelling.
9	Experience	Minimum 3 years extensive experience relevant to job description. Preference will be given to persons with work experience in IT and Data Analytics Sector. Candidates should also have demonstrated experience relating to working in team, managing projects, as well as conducting stakeholder engagement.
10	Job description/ Duties & Responsibilities	<ol style="list-style-type: none"> 1- Analyze, test, troubleshoot, and evaluate existing network systems such as local area networks (LAN), wide area networks (WAN), cloud networks, servers, and other data communications networks. 2- Ensure all the computer systems are secure and operational. 3- To provide solutions to all IT related issues and problems. 4- Provide technical support & assistance. 5- Familiarity with a wide range of hardware decides. 6- Software development as per the need of the STC. 7- Provide independent insight on IT & ITeS Sector. 8- To lead analytical work related to Market Research and Competitive Analysis, Technology Trends and Emerging

		<p>Technologies, Data Analytics and Business Intelligence, IT Talent and Skills Analysis etc.</p> <p>9- To support establishment and operationalization of Data Analytics Unit of Planning Department. Will be responsible for all activities related to Data Analytics Unit. Preparation of IT & ITeS Sector development strategies, sectoral targets, socio-economic goals, and State Vision @2047, as per HP's requirements and roadmap to achieve the same.</p> <p>10- Responsibility of data processing, data analysis, data visualization and reporting and insights in decision making.</p> <p>11- To interpret complex datasets and derive meaningful insights.</p> <p>12- To work on various statistical software's like SPSS, SAS etc. and other data visualization tools.</p> <p>13- Any other tasks as assigned by the Supervisor (Team Leader) which may be necessary in the interest of the Mission.</p>
11	Knowledge and Skills	<ul style="list-style-type: none"> ● Experience in reviewing and drafting detailed project reports. ● Prior experience with Government, UN Agencies, other international organizations and organizations of repute is desirable. ● Knowledge and experience related to National/State Planning. ● Excellent Analytical & Problem-solving skills.
12	Language Requirements	Excellent verbal and written English and Hindi language skills and demonstrate ability to communicate effectively in a multi-cultural environment.
13	Leave	<ul style="list-style-type: none"> ● Entitled to have State Government listed holidays. ● Individuals will be entitled to leave of 18 days in the entire year.

Terms of Reference for Hiring

DATA Analyst

1	Name of Position	DATA Analyst
2	Number of Positions	1 (One) for Data Analytic Unit
3	Method of Selection	Engagement through Open Market
4	Age Limit	Candidate should be below 50 years of age as on the date of advertisement.
5	Period of engagement	For a period of 1 year
6	Location of Posting	Planning Department, Shimla
7	Remuneration (per month)	1,00,000/- (Consolidated inclusive of all)
8	Education Qualification	
8(i)	Essential	Master's Degree in Computer Science or Statistics or Mathematics or Data Science. Proficiency in programming languages like Python, R, SPSS, SAS & SQL. Familiarity with Databases and Data Querying. Ability to create data visualizations using tools like Tableau or <u>PowerBI</u> .
8(ii)	Desirable	<ul style="list-style-type: none"> • Knowledge of advanced programming languages and tools such as Java, Scala, or MATLAB. • Hands-on experience in data collecting, cleaning, processing & analyzing. • Proven ability to approach problems in a structured and analytical way, using data to guide decision-making. • Experience with big data technologies like Visual Basic, Visual C++, Hadoop, Spark, or NoSQL databases.
9	Experience	Minimum 3 years extensive experience relevant to job description. Preference will be given to persons with work experience in, M&E, data analysis of Government schemes using various statistical software's and advance level of MS Excel. Candidates should also have demonstrated experience relating to working in team, managing projects, as well as conducting stakeholder engagement.
10	Job description/ Duties & Responsibilities	<p>1- To support Planning Department and its different divisions in data analytic works.</p> <p>2- To support in establishment and operationalization of Data Analytics Unit of Planning Department.</p> <p>3- To interpret complex datasets and derive meaningful insights.</p> <p>4- To work on various statistical software's like SPSS, SAS etc. and other data visualization tools.</p>

		<p>5- To provide valuable insights using various statistical software's, so that an informed & data driven decisions be taken by the Government.</p> <p>6- Responsibility of data collection, data processing, data analysis, data visualization and reporting and insights in decision making.</p> <p>7-Conducting surveys utilizing sampling techniques or completing enumeration bases.</p> <p>8- Any other tasks as assigned by the Supervisor (Team Leader) which may be necessary in the interest of the Mission.</p>
11	Knowledge and Skills	<ul style="list-style-type: none"> ● Experience in reviewing and drafting detailed project reports. ● Prior experience with Government, UN Agencies, other international organizations and organizations of repute is desirable. ● Knowledge and experience related to National/State Planning. ● Excellent Analytical & Problem- solving skills.
12	Language Requirements	Excellent verbal and written English and Hindi language skills and demonstrate ability to communicate effectively in a multi-cultural environment.
13	Leave	<ul style="list-style-type: none"> ● Entitled to have State Government listed holidays. ● Individuals will be entitled to leave of 18 days in the entire year.

Terms and Conditions of the Engagement: -

- 1) The engagements will not be against any sanctioned post of the department and therefore will be purely temporary in nature. All such engagements will be against specific Project/Scheme i.e. State Support Mission and will be on co-terminus with the period of the specific Project/Scheme. No extension of the tenure of engagement beyond the period as mandated under the project shall be permitted and therefore the engagement will stand terminated ipso facto on completion of the tenure of Project/Scheme.
- 2) The tenure of engagement shall be for a period of one year or less (as per the requirement of the scheme). The selected candidate will be required to enter into a Contract Agreement with specified Terms & Conditions that shall be signed jointly by the engaged person and the Authorised Signatory from Planning Department.
- 3) The engaged person shall have no claim for regularising the engagement in the Department/Government at any stage nor the department at any point of time will entertain any claim of the engaged person for extension of term or re-engagement or regularisation of the engagement. Such short period engagements are being offered under the State Support Mission by the Planning Department.
- 4) Since the positions are purely temporary in nature, therefore there will be no reservation for these positions.
- 5) Incharge, State Support Mission (SSM), will be the controlling authority for all the engaged persons. Hence, the performance of engaged persons will be reviewed by the Nodal Officer as well as the Incharge, SSM from time to time. The Controlling Authority reserves the right to terminate the engagement at any point of time without assigning any reason whatsoever.
- 6) The cut-off age for all categories of positions for such a short-term engagement will be 50 years.
- 7) The engaged person will be paid only a remuneration as mentioned in the Terms of Reference of engagement of the subject expert. Therefore, no other monetary liability or commitment will be entertained by STC or SSM at any point of time. The engaged person will not be entitled for any incentives/honorarium.
- 8) The engaged person will be required to be stationed at the Planning Department, Yojana Bhawan, Shimla-171002.
- 9) The engaged person will be entitled for leaves of 18 days (Casual + Medical) in an entire year and other listed holidays of the State Government.

- 10) The engaged person shall not be eligible for any Medical Reimbursement facility.
- 11) As per the requirement, field visits will be undertaken by the engaged person and accordingly TA/DA will be permissible as per the norms of the Government of Himachal Pradesh.
- 12) Unauthorized absence from the duty without the approval of controlling officer shall automatically lead to the termination of the engagement.
- 13) The engaged person shall not be eligible for EPF deduction.

Other Conditions of the Engagement: -

- a) The engagement will be subject to the production of original certificates and mark-sheets of all examinations passed and mentioned in the original application along with the testimonials for the experience claimed.
- b) The engaging authority reserves the right to cancel or withdraw the offer at any point of time in case any discrepancy is found in the application submitted by the candidate.
- c) By signing the contract agreement, it is deemed that the engaged person shall submit himself/herself to the disciplinary jurisdiction of the Controlling Authority, Planning Department, Government of Himachal Pradesh. In case of any indiscipline on the part of the person engaged, the contract shall be terminated forthwith without assigning any reason whatsoever in fact accompli.
- d) The engaged person will be subject to the provisions of the Conduct Rules & Discipline and Rules & Regulations etc. Any information obtained by engaged person during his/her engagement and the work upon which he/she is engaged shall be treated as secret and confidential. The engaged person shall strictly comply with the guidelines prescribed under the “Official Secrets Act, 1923” as amended from time to time.
- e) The engaged person will have no right to publish any research paper out of the work done/ findings made during the course of his/ her tenure of engagement with the State Transformation Cell, Planning Department.
- f) In case, an engaged person decides to tender his/her resignation, he/she may do so with a notice period of 30 days to the STC. The resignation will become effective only after the final acceptance by STC, Planning Department.
- g) While in engagement with STC, Planning Department, the engaged person in no way will be permitted to work in any other organization/company on a

temporary or part time basis or offer his/her services with or without pay to any person, entity without prior written consent of Incharge, SSM. In case, any unfair practice is noticed, the engagement of such person will be terminated immediately.

h) Medical Fitness Certificate signed by any Medical Officer of a Government Hospital should be produced by the selected person at the time of entering into contract agreement. Women candidate pregnant beyond 12 weeks will stand temporarily unfit for the engagement. Without a proper MC, the selected person will not be allowed to join his duties.

i) Due to exigencies of work, the engaged person may require attending office on Saturdays/Sundays, holidays and beyond office hours as and when required.

j) The decision of Incharge, SSM /Adviser (Planning) in all the matters relating to this engagement shall be final and binding on all the engaged persons.

How to Apply: - The applicant can apply by filling the application form and submit the same along with self-attested testimonials and any other supporting documents to this office through email at vickrant.joshi@gov.in or through off-line mode i.e. by hand / registered post to Sh. Ravinder Kumar, Joint Director, Planning Department, Room No. 505, Yojna Bhawan, H.P. Sectt., Shimla-171002 **on or before 9th September, 2024.**

Application Form attached below.

Date, Time and Venue of the Interview: - Only the shortlisted candidates will be informed for the date, time and venue of the interview via email and phone calls only. No TA/DA will be paid for attending the interview.

APPLICATION FORM

Attach
Photograph

I. PERSONAL INFORMATION						
1	Name:					
2	Father's Name:					
3	Date of Birth:					
4	Position applied for:					
5	Current Marital Status:	<input type="checkbox"/> Unmarried	<input type="checkbox"/> Married			
6	Address:					
7	Contact No.:					
8	Email:					
II. EDUCATION						
1	Qualification: (Attach attested photocopy of the supporting document)	Subject(s)	Period		Institution	%age or Grade
			From	To		
	(a) Ph.D. Degree					
	(b) Master's Degree					
	(c) Bachelor's Degree					
	(d) 12 th					
	(e) 10 th					
2	Specialization (if any, relevant to the position):					

III. WORK EXPERIENCE					
Sr. No.	Institution/Company	Date		Position	Reason for leaving
		From	To		
1					
2					
3					
IV. FUNCTIONAL COMPETENCY					
1	Language Proficiency:				
	(b) English	<input type="checkbox"/> Reading	<input type="checkbox"/> Writing	<input type="checkbox"/> Speaking	
	(c) Hindi	<input type="checkbox"/> Reading	<input type="checkbox"/> Writing	<input type="checkbox"/> Speaking	
2	List out analytical tools, computer programmes etc. with which you have experience working:				

Date: _____

(Signature of the Candidate)