

Government of India,
Ministry of Environment,
Forest & Climate Change
(Statistics Division)

Indira Paryavaran Bhawan,
Jor Bag New Delhi,
30.04.2021

Advertisement for Hiring of One Research Associate in Statistics Division

Applications in the prescribed proforma (as per Annexure I to the advertisement) are invited from eligible candidates for filling up of one post of Research Associate in the Statistics Division of the Ministry of Environment, Forest & Climate Change, New Delhi, as per details given below:

Name of the Post: - Research Associate in the Statistics Division of the Ministry of Environment, Forest & Climate Change, New Delhi

1.	Name of the Post	Research Associate
2.	Period of Consultancy Period of engagement/Tenure	The initial tenure of engagement for a person as RA would be up to a period of three years (1+1+1) subject to performance and presence of the Professional in the Division being highly useful. Continuation of the RA beyond three years for up to additional two years will be considered on case to case basis with the approval of the competent authority.
3.	Nature of Duties and Responsibilities For Research Associate	To facilitate and coordinate the work of preparation of Environmental Statistics and reports in connection with existing national and international frameworks (DPSIR and/or other frameworks) To help in analysing the contents of Annual Report in terms of statistical requirements and help in consolidation or collation of inputs for data within the report. Help in formulating inputs on behalf of the Ministry for Environment for Statistics related matters. Assist in preparation of methodological documents relevant for different environmental statistics and studies. Analysis of data sources of environmental data, assessing their applicability to environmental questions and needs Examination of International and National geospatial datasets for data gaps and data validation Any analysis for indicator formulation and assessing suitability of indicators Examination of statistical models applied to environmental data sets and their applicability in the existing scenario Suitably devise methods for data visualization and its application to policy Policy analysis through study of government schemes, objectives of international multilateral environmental agreements and understanding of international frameworks Any other work associated with the above aspects.
4.	Job Location	Ministry of Environment, Forest & Climate Change, New Delhi.

5.	Qualification & other Criteria.	<p>Qualifications ESSENTIAL Education: Master's degree in Science/ Econometrics/ Statistics/ Geo-informatics or Bachelor's degree in Engineering/Technology/Econometrics/ Statistics/ Geo-informatics as minimum qualification. Experience: 1 to 3 years of responsible experience of working with government/academic organizations in India in the field of environment, sustainable development, natural resources management Well versed in MS Office</p> <p>Desirables: <i>Preference would be given to candidates having the following additional qualifications, experience and skills</i></p> <p>Education PhD holders in the relevant field will get preference. Knowledge of QGIS, Arc GIS or relevant software for use in geospatial data analysis and modelling Knowledge of Multilateral Environmental Agreements Knowledge of Statistical modelling especially its applications to environmental data and ecology Knowledge of tools like InVEST, ARIES etc. and their applications in research Knowledge of SDGs Knowledge of Framework for Environmental Analysis</p> <p>Experience Experience with working in geospatial data sets especially in the field of environment, agriculture, Climate Change, sustainable development etc. Experience in large scale data analysis with R or Python especially in the field of environment Experience in indicator formulation Experience in analysis of research papers and technical notes Experience in formulation of reports and technical notes</p> <p>Skills :- Good writing skills; Excellent communication, drafting and reporting skills in English Excellent quantitative aptitude and analytical skill with knowledge of MS Excel , R or Python Exposure to Geospatial data sets Hands on involvement in Statistical Modelling during research, projects and assignments</p>
6.	Remuneration & Entitlement:	<p>Rs. 40,000/- per month.</p> <p>Other Entitlements Allowances:</p> <p>The RA shall not be entitled to any allowance such as Dearness Allowance, Residential Telephone, Residential Accommodation, Personal Staff, CGHS, Medical Reimbursement etc.</p>

		<p>Leave: (a) The RA shall be eligible for 8 days leave in a single year of Consultancy; (b) The leave shall accrue to them on completed month basis calculated from their date of joining on Pro-rata basis; (c) The RA shall not draw any remuneration in case of his/her absence beyond 8 days in a year (calculated on Pro-rata basis);</p> <p>(d) Un-availed leave in tenure of single year cannot be carried forward to next tenure of 1 year.</p> <p>(e) The intervening Saturday, Sunday or Gazetted Holidays during a spell of leave not be counted against the 8 leaves.</p> <p>Increment: The RA shall be entitled to 0%-8% annual increase in their remuneration subject to recommendation/ satisfactory report by Divisional Head. No TA / DA shall be admissible for interview/ joining the assignment or on its completion.</p> <p>Normally, the RA will not be allowed foreign travel at Government expenses. In exceptional circumstances, Secretary may allow foreign travel in public interest.</p> <p>The RA shall be allowed TA, DA and hotel accommodation in connection with the official work as per the provisions of SR 190. Travelling allowance may be allowed in 2nd AC, travel charges through taxi on actual basis for travel within the city, food bill upto Rs. 500/- per day and hotel charges upto Rs. 2000/- per day, subject to the actual.</p> <p>Attendance and working days: (a) The working hours of the professional shall be same as regular Government employee working in MOEF&CC. No extra remuneration shall be allowed for working beyond office hours Saturdays/Sundays/Gazetted holidays.</p> <p>Compensatory leave in such cases shall be at the discretion of the Divisional Head of the concerned Division. (b) The attendance shall be marked in the Biometric system by the RA.</p>
7.	Conflict of Interest and Confidentiality	<p>Conflict of Interest: -</p> <p>(a) The RA shall be expected to display utmost honesty, secrecy/confidentiality, sincerity and good conduct while discharging his/her duties. In case services of RA found in conflict with interests of Government or unsatisfactory, his/her engagement will be liable for discontinuation without assigning any reason;</p> <p>(b) During the period of assignment with MOEFCC, the RA would be subject to the provisions of the Indian Official Secrets Act, 1923 and will not divulge any information gathered by him during the period of his assignment to anyone who is not authorized to know the same.</p> <p>(c) Selected candidates shall provide integrity certificate from 2 references known to them.</p> <p>(d) A self-undertaking shall be provided by the candidate to the effect that he/she has no criminal record or criminal case in any court is pending against them.</p> <p>(e)The RA may not, except with the prior approval of competent authority in writing, in the bona-fide discharge of duties, publish a book or research paper or a compilation of articles or participate in a radio/TV broadcast or contribute an</p>

		<p>article or anonymously or pseudonymous in the name of any other person, if such book, article, broadcast, uses any information that he/she may gather as part of this assignment.</p> <p>(f)The RA engaged by the MoEFCC shall in no case represent or give opinion or advice to others in any matter which is contrary to the stated position of Government of India. Any violation may lead to discontinuation of engagement.</p> <p>In addition to the above, the service conditions of the RA will be governed under the guidelines of the Ministry in this regard and as amended from time to time. As the posts are temporary in nature and purely contractual, in no case, any request for promotion of a candidate shall be entertained.</p>
8.	Other Conditions	<p>(i) The appointment of RA would be on full time basis and they would not be permitted to take up any other assignment during the period of consultancy with the MoEF&CC.</p> <p>(ii) The appointment of RA is of a temporary (non-official) nature and the appointment can be cancelled at any time by the Ministry without assigning any reason. MoEF&CC shall have powers to terminate any or all the professionals at any time without assigning any reason, with the approval of the Secretary (EF&CC)</p>
9.	How to apply	Interested applicants may submit application indicating their interest in working for the Ministry of Environment, Forest and Climate Change as per proforma given in Annexure I along with self-attested documentary proof
10.	Selection Procedure	Interview. The Ministry/Department reserves the right to call any number of applicants for Interview based on essential and desirable qualifications and experience of the applicants.
11.	Age Limit	The maximum age limit for RA shall be 40 years as on 01.01.2021.
12.	Last Date for receiving application on	21 days from the date of publishing of this Advertisement in the Employment News
13.	Application should reach to	AD (Statistics), ROOM NO. V-604 MINISTRY OF ENVIRONMENT, FOREST & CLIMATE CHANGE INDIRA PARYAVARAN BHAWAN, JOR BAG NEW DELHI-110003 Or online at stats-moef@gov.in

Annexure-I

Terms of Reference for engagement of Research associate has been stated above.

- i. **Precise Statement of Objectives:-**The Disciplines and the domains where engagement of RA is required has been indicated in the essential and desirable qualifications and experience specified above
- ii. **Outline of the tasks to be carried out:-**Details of work required to be carried out/specific tasks/activities to be assigned to Research Associate have been specified.
- iii. **Schedule for completion of tasks:-**This is to be linked to specific outputs like reports and the time frame of publications for which data is to be analysed and collated. It would be ensured This should be framed in such a manner that both the time frame for the jobs as well as the deliverables are clearly identified and are amenable to periodic monitoring over the duration of the assignment.
- iv. **The support of inputs to be provided by MoEFCC to facilitate the Consultancy: -** Statistical Adviser would be the reporting authority responsible for the outputs. MoEFCC is to provide support like logistics, software, computer, seating space, stationary etc.
- v. **The final outputs that will be required of the Consultant at the end of the consultancy period should be specified:-**These are data, reports, quality assurance guidelines, meta data and material for dissemination of statistics.

(Signature of Division Head)

Annexure-II

Application format for appointment as Research Associate in Statistics Division in the Ministry of Environment, Forest and Climate Change

1. Name:
2. Father's Name:
3. Date of Birth:
4. Domicile:
5. Nationality:
6. Mailing Address (With Telephone/Mobile No. and e-mail address):
7. Permanent Address:

Paste
Photo here

8. Essential Educational Qualification:

S. No.	Course	Subject	University/Institute	Year of Passing	Division/Class

9. Desirable Educational Qualification:

S. No.	Course	Subject	University/Institute	Year of Passing	Division/Class

10. Essential Work Experience:

S. No.	Organization/Institute	Period From To	Post held	Nature of Work	Remarks

11. Desirable Work Experience:

S. No.	Organization/Institute	Period From To	Post held	Nature of Work	Remarks

12. Details of courses/ training programmes attended, if any:

13. Details of publication, if any:

14. Languages known:

15. Documents to be attested (Self attested):

- PhD Certificate (if any)
- Masters' Degree Certificate (if applicable)
- Bachelor's Degree Certificate (if applicable)
- Experience Certificates
- Age proof

16. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if need be:

Undertaking: I hereby certify that all the information given above is true to the best of my knowledge. If any of the above information is found to be incorrect at a later stage, I shall be liable to be disqualified/ terminated from the contract.

(Signature of Candidate)

Annexure –III

**Government of India
Ministry of Environment, Forest and Climate Change**

Sub:- Advertisement for the engagement of Research Associates on contractual basis in the Statistics Division M/o Environment, Forests & Climate Change.

Applications are invited for One Research Associate in Statistics Division of the Ministry of Environment, Forest and Climate Change on payment of consolidated monthly fee Rs. 40,000/- for Research.

Full details of the vacancy circular are available on Ministry of Environment, Forest and Climate Change website www.moef.nic.in under the link Circulars.

The last date of receipt of application is 21 days from the date of publication of this advertisement in the newspaper.