National Productivity Council
Under DPIIT, Ministry of Commerce & Industry, Government of India
5-6 Institutional Area, Lodhi Road, New Delhi - 110003
Advertisement No. 138/NPC/Admin/ES&PP/ES01 & 02
Dated 19th November 2026

Engagement of Research Executive & Senior Professional (Contractual Basis)

National Productivity Council (NPC) is an autonomous body under DPIIT, Ministry of Commerce & Indury, GOI and promotes productivity consciousness in the country for sustainable socioeconomic development by productivity p romotion and dissemination through consultancy, research, ad training activities in different sectors of economy.

National Productivity Council (NPC), invites applications for the position of **Research Executive & Senior Profes sional on contractual basis for the Economic Services & Productivity Promotion Group** at **New Delhi**, for undertaking day to day office work and an electronics evaluation project respectively.

Post code.	**Functional role**	**Eligibility criteria**	**Work responsibilities**	**Others**
ES/01	**Research Executive**	**Qualification**: - Graduate in any discipline from a government recognized University or Institute. **Work Experience: -** Minimum 5 years of relevant work experience. Experience in project coordination and administrative support. Experience in data management and documentation. Experience in training programme coordination and financial follow-up. Experience in government/PSU liaison and journal/publication support.	Project related work such as search of new Tenders in websites, Development of Data Entry, data entry, compiling data from secondary sources, other support service activities for the Projects related work. Searching of Author contact details from Internet for sending article invitation letters to prospective authors for the special issues of Productivity Journal. Co-ordination with NPC Finance Group for generation of participant fee Bills and Receipts. Training support activities such as liaising with participants for nomination related issues including participation fee of training programme on regular basis. Preparations of Notes/letters in **E-office platform "Parichay"** Any other work assigned by Economic Services Group from time to time.	**Type of Engagement**: Pure Contract Basis **Place of Deployment**: HQ, Delhi **Number of people required**: 01(One) **Contract Period**: One Year **Remuneration**: Rs. 65000 per month.

ES/02	**Senior Professional (Evaluation)**	**Minimum:** Postgraduate (Master's) degree from a recognized university in Electrical Engineering, Electronics Engineering, Economics or Econometrics **Preferred:** •Familiarity with MS Office, Excel, and digital meeting platforms (Cisco WebEx etc.) **Experience:** •2+ years of experience preferably in evaluation, research or monitoring and evaluation (M&E) work. 1+ years of experience in **hospitality management or event management** planning and conduct of conferences, workshops, seminars, exhibitions, stakeholder meets or similar events).	a.The selected Senior Professional will be based at HQ and will contribute to the institutional electrical evaluation project and the electronics evaluation project, in support of Monitoring and Evaluation (M&E) studies, data collection and analysis, surveys and reporting under government schemes in the Electrical and Electronics sector. **Typical tasks may include:** b. Evaluation of institutional electrical systems, covering power supply, energy efficiency and electrical safety standards c. Evaluation of electronics goods and manufacturing processes, covering technical performance, quality and supply chain d. Data collection, compilation, structuring, and database development e. Economic and econometric analysis of outcomes and impact, using socio-economic indicators f. Designing survey instruments and field surveys and site visits (both online/offline) g. Engagement with stakeholders including ministries, regional offices, and field ag encies h. Drafting proposals and analytical briefs i. Project planning, M&E, and financial/productivity analysis j. Ability to plan, coordinate, and manage conferences, workshops, seminars, exhibitions, and stakeholder meetings, including venue arrangements, logistics, hospitality, and protocol. Files management in e-office.	Type of Engagement: **Contractual** Place of Deployment: **Economic Services & Productivity Promotion Group** at **Delhi HQ** Number of persons required: **01 (One)** Contract Period: **06 months (with potential extension based on performance and project needs)** Remuneration: **₹55,000/- per month**

Terms & Conditions:

•The engagement shall be purely on a contract basis and will not confer any right for regular appointment in NPC or in its associated organizations. The contractual person shall not be entitled to any benefits / compensation / absorption / regularization of service in the National Productivity Council. The contractual person shall not claim any benefit/compensation/absorption/regularization of service with NPC under the provision of Industrial Disputes Act, 1947 or Contract Labour (Regulation and Abolition) Act, 1970.

•**Working Hours, Travelling and Daily Allowance, Leave etc.** The contractual person shall be governed as per applicable provisions of NPC for this assignment.

•**General Conditions**

•In case the performance of the contractual person is not satisfactory, or she/he fails to perform/carry out the functions entrusted or otherwise, or she/he is found in-disciplined or wanting, NPC may terminate the contract at any time without giving any notice and also without assigning any reason thereof.

•The contractual person shall be required to produce original documents and certificates in support of her/his age, qualification and experience at the time of joining failing which her/his offer of engagement shall stand withdrawn.

•NPC reserves the right to cancel or withdraw this advertisement at any time without assigning any reason whatsoever.

Application can be submitted by sending application as per Annex-A & Appendix along with self-attested copy of all requisite documents and latest photo via email to npc036902@gmail.com on or before **the 02nd December 2026, by 3:00 pm.**

Annexure-A

Application for engagement as contractual person in NPC

Name	
Mother's/Father's/Husband's Name	
Date of Birth (Self-attested copy of proof of date of birth to be enclosed)	
Address for Correspondence	
Permanent Address	
AADHAR No. (Self-attested copy to be enclosed)	
Contact No./Nos.	
Email ID	
Post applied for	
Educational/Technical Qualification (s) (Documents should be self-attested as true copy)	
Details of experience to be attached in proforma appended as "APPENDIX"	Duly filled proforma "APPENDIX" is attached.
Date of retirement and name of the office where the officer was last working. Enclose the copy of PPO. (In case of retired person)	
Any other relevant information (use a separate sheet, if necessary)	

The information furnished above is true to the best of my knowledge and belief. I have carefully read the terms and conditions mentioned in the advertisement done by NPC and they are acceptable by me. I certify that no disciplinary proceedings are pending against me, as on date. I also state that I have disclosed all material facts.

Date: Signature of the Applicant

APPENDIX

DETAILS OF EXPERIENCE

Period (Starting from the last)	Name of Office/ Organization	Post, Remuneration or Pay Band with Grade Pay, if applicable	Description of duties performed

Name/Signature