



NATIONAL INSTITUTE OF SOLAR ENERGY
(An autonomous Institute of Ministry of New & Renewable Energy)
GURGAON

9.08.2016

SURYAMITRA SKILL DEVELOPMENT PROJECT IN NATIONAL INSTITUTE OF SOLAR ENERGY, SURYA BHAWAN, GWAL PAHARI, GURGAON.

Subject: Engagement of General Manager (Training & Learning) (1), Consultant (Training Coordination) (1), Consultant (Accounts & Finance) (1), Consultant (Administration) (1) and Consultant (IT) (1) under Suryamitra Project purely on short-term contract basis in National Institute of Solar Energy.

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National Institute of Solar Energy (NISE) is an Autonomous Institute of Ministry of New and Renewable Energy, Government of India to function as an Apex National Centre for research and technology development and related activities in the areas of Solar Energy Technologies in the Country. NISE is located on a 200 acre campus at the Gurgaon- Faridabad Road, Gwalpahari, Gurgaon. The Institute works on development of Solar Energy Technologies and practices and contributes in advancement of related Science and Engineering. The R & D activities of NISE are carried out in coordination with other research organizations and industry.

NISE is the implementing agency for the Suryamitra Skill Development Programme on PAN India basis. The training Institutes are approved and sanctioned by NISE based on the recommendations from the State Nodal Agencies. For effective implementation of the programme, NISE invites applications from suitable candidates for their engagement against the above positions.

The details of the educational qualifications, job profile, and experience required is available on NISE website: www.nise.res.in.

Interested candidates who fulfils the criteria for the position may send their applications to Director (Skill Development Division), National Institute of Solar Energy, Gurgaon – Faridabad Road, Gwalpahari, Gurgaon- 122003 Haryana within 30 days from the date of hosting of this advertisement on the web-site of National Institute of Solar Energy, Gurgaon.



NATIONAL INSTITUTE OF SOLAR ENERGY
(An autonomous Institute of Ministry of New & Renewable Energy)

Gwal Pahari,
Faridabad-Gurgaon Road,
Gurgaon 122003, Haryana

Dated: 09th August, 2016

Subject: Engagement of General Manager (Training & Learning) (1), Consultant (Training Coordination) (1), Consultant (Accounts & Finance) (1), Consultant (Administration) (1) and Consultant (IT) (1) under Suryamitra Project purely on short-term contract basis in National Institute of Solar Energy.

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Sl. No	Number, Name / Category & Qualifications	Period of Engagement	Consolidated remuneration.
1.	1 (One) General Manager (Training & Learning) Essential qualifications 1 st Class B. Tech (Electrical) from a recognised University or equivalent with 20 years' experience in teaching / training / Solar Industry in top Institutes or multination's / very good corporates. Desirable: Skill development activity in solar energy, electrical energy, other renewable energy fields like wind small hydro etc. M. Tech in Power System Power Electronics.	Purely on short-term contract basis for a period of one year which can be extended depending on the performance of the candidate and need of the institute The upper age limit would be not more than 60 years.	Rs. 75,000/- per month.
2.	1 (One) Consultant (Training Coordination) Essential qualifications 1 st Class MBA from a recognized University / Institute or equivalent with 5 years' experience in teaching / training / Solar Industry in top Institutes or multination's / corporates. Desirable: Experience in Training Institutes / Skill Development activities in National level Govt. projects.	Purely on short-term contract basis for a period of one year which can be extended depending on the performance of the candidate and need of the institute The upper age limit would be not more than 35 years on the last date for receipt of applications.	Rs. 50,000/- per month.
3.	1 (One) Consultant (Accounts & Finance) Essential qualifications 1 st Class M.Com. Degree from recognized University / Institute with 5 years' experience in accounts and finance matters in Autonomous Institutes, -reputed Institutes or multination's / corporates Desirable: Chartered Accountant, Cost Accountant, ICWA Certificate in latest version of Tally, Vetting of financial proposals, balance sheets, UCs, proposals to Govt. departments.	Purely on short-term contract basis for a period of one year which can be extended depending on the performance of the candidate and need of the institute The upper age limit would be not more than 35 years on the last date for receipt of applications.	Rs. 50,000/- per month.
4.	1 (One) Consultant (Administration) Essential qualifications 1 st Class MBA Degree from a recognized University / Institute with 5 years Administrative experience in Autonomous Institutes, reputed Institutes or multination's / corporates. Desirable Handling skill development projects of National Govt. projects like DDUKVY, PMKVY etc. Finalization of yearly targets along with completion reports of national projects under various central Ministries.	Purely on short-term contract basis for a period of one year which can be extended depending on the performance of the candidate and need of the institute The upper age limit would be not more than 35 years on the last date for receipt of applications.	Rs. 50,000/- per month.
5.	1 (One) Consultant (IT) Essential qualifications 1 st Class IT / Computer Degree from IIT / BITS Pilani / IIIT only with five year experience in related field. Desirable Research in IT field. Exposure as business analyst, mobile application, IVR etc.	Purely on short-term contract basis for a period of one year which can be extended depending on the performance of the candidate and need of the institute The upper age limit would be not more than 30 years on the last date for receipt of applications.	Rs. 50,000/- per month.


Duration / other terms and conditions:

1. The NISE reserves the right to accept or reject in part or in full any or all the responses without assigning any reason whatsoever. The number of positions may vary and the NISE reserves the right to increase or decrease the number of positions or create a panel for filling up positions arising in future.
2. The engagement is purely on short-term contract basis for a period of one year which can be extended on year to year basis depending on the performance of the candidate / need of the Institute and decisions taken / approval of the Competent Authority in NISE, from time to time.
3. The engagement of the above position is of a temporary (non-Official) nature and can be withdrawn at any time within the period mentioned above without assigning any reason or prior notice and shall not bestow any claim or right for seeking regular employment in the National Institute of Solar Energy.
4. No other allowance or facilities like HRA, medical, accommodation, etc., will be permissible. No TA/DA will be provided to any candidate for attending the interview / joining the engagement upon selection.
5. Mere fulfilment of Educational Qualification will not entitle the candidate for being called for interview. The applications will be shortlisted based on the academic records / educational qualifications / experience in the required field relevant to the actual job requirements by Screening Committee. Incomplete applications will be out-rightly rejected and no correspondence for that will be entertained.
6. Other terms and conditions will be as stipulated in the engagement offer as and when issued.

How to apply.

Interested candidates may send their CVs in the prescribed format as per Annexure-I with attested photocopies of documents in support of educational qualifications, age and experience etc. in a sealed cover super scribed "Application for the position of _____ in NISE" to the following address. Applications from the eligible candidates should reach within **30 days** from the date of uploading the advertisement on the website of the Institute.

Director (Skill Development Division),
National Institute of Solar Energy,
Gurgaon – Faridabad Road, Gwalpahari,
Gurgaon- 122003
Haryana


(N.B. Raju)
Director
National Institute of Solar Energy
Gwal Pahari,
Gurgaon –Faridabad Road,
Post Box No. 2, Sector-45,
Gurgaon, Haryana -122003,
Tel: 0124-2853051

**APPLICATION FORMAT FOR ENGAGEMENT IN THE NATIONAL INSTITUTE OF SOLAR ENERGY (NISE)
PURELY ON SHORT-TERM CONTRACT BASIS
(An autonomous Institute of MNRE), Gurgaon, Haryana-122003**

NAME OF THE POSITION APPLIED FOR " _____ " IN NISE – GURGAON.

**Photograph
(Paste only/Do
not Staple)**

1.	Name				
2.	Father's Name				
3.	Date of Birth (DD/MM/YY)				
4.	Nationality				
5	Post held at present & Date from which held (i)				
(ii)	Name of the office / Organization where employed				
(iii)	Pay as on date	Rs. _____			
6.	Mailing address:				
7.	Telephone/mobile No:				
	e-mail address				
8.	Educational Qualifications:				
Sl. No.	Course	Subject	University / Institute	Year of Passing	% of Marks / Division / Class

9. **Work Experience** (can attach a separate sheet)

Sl. No.	Organization/ Institute	Period		Nature of work	Remarks
		From	To		

10. Projects undertaken, if any.

11. Extra-Curricular Activities.

I certify that the above information furnished by me is true to the best of my knowledge and belief.

(SIGNATURE OF THE CANDIDATE)

Place: _____
Date: _____