

**Directorate of
Sch. Castes & Sch. Tribes Research and Training Institute (SCSTRTI)
CRPF Square, Bhubaneswar-751003
(Telephone No.0674-2563649/ Fax No. 0674-2561635, Email Id- scstrti@yahoo.co.in)**

No. 34

Dated 04.01.2020

ADVERTISEMENT

for

Contractual Engagement of Consultant (Training) in STSCRTI

Applications are invited from eligible candidates having work experience in Government Training Organizations on imparting training to ST & SC persons on different Govt. schemes and Acts & Rules meant to safeguard the rights of these communities, preparing modules of such training etc., for engagement as Consultant (Training) in Scheduled Castes & Scheduled Tribes Research and Training Institute (SCSTRTI), a State Level Government organization. The interested candidate should have five years of work experience of handling training programmes. The appointment shall be for a period of one year subject to satisfactory performance.

The candidate should have a minimum qualification of MA in Anthropology/ Economics / Sociology from any recognized University of Odisha.

The Candidates should be within 45 to 70 years of age as on the 1st day of January, 2020. The Consultant will be paid a total consolidated remuneration of Rs. 60,000/- per month during the period of engagement.

Candidates having past experience of handling training programmes in Government Training Institute for 5 years shall be given preference.

Interested candidate should submit their application with a brief resume indicating their age, academic qualification, posts held by them in their career, their experience in imparting and conducting training programmes and an undertaking towards adverse proceedings from the organization and criminal prosecutions against them, if any. The application should include requisite detail address for correspondence and contact telephone number with e-mail ID. Details of the ToR may be found in the official website www.scstrti.in , www.odisha.gov.in and www.atlcodisha.org .

Applications may be submitted by hand or by post so as to reach the Director, SCSTRTI, CRP Square, Bhubaneswar-751003 on or before 14.01.2020. Applications received after the last date shall not be considered.

Sd/-

Advisor-cum-Director
& Spl. Secy. to Govt.

Memo No. 35 (3)

Date 04.01.2020

Copy along with copy of eligibility criteria and terms and conditions forwarded to the Head portal group, Secretariat IT Centre / M/s Luminous, Bhubaneswar/ATLC for uploading the advertisement in the Official website.

Sd/-

Advisor-cum-Director
& Spl. Secy. to Govt.

Memo No. 36 (3)

Date 04.01.2020

Copy to Notice Board of ST & SC Dev. Deptt., SCSTRTI and ATLC, Bhubaneswar for information.

Sd/-

Advisor-cum-Director
& Spl. Secy. to Govt.

ToR for Consultant (Training) in SCSTRTI

Scheduled Castes and Scheduled Tribes Research and Training Institute (SCSTRTI) under ST & SC Development Department Govt. of Odisha is supporting planning, implementation, monitoring and evaluation of research and tribal development and development of Scheduled Castes and training for officers engaged to take care of Scheduled Tribes and Scheduled Castes on different Government schemes and Acts and Rules, aim at safeguarding the rights of this communities in the State of Odisha. SCSTRTI intends to engage one Consultant (Training) for conducting, coordinating and implementing various training programmes, seminars, and workshops both residential and on site for a period of one year .

Educational & Experience

Candidates with a minimum educational qualification of M.A in Anthropology/ Economics / Sociology from any recognized university of Odisha with five years work experience handling training programmes in government training institute and having worked in different tribal districts. Those with prior experience of working as Consultant (Training) shall be given preference. The candidate shall be within 45 to 70 years of age as on 01.01.2020.

Desired Skills

Besides, the candidates may possess following skills.

- Leadership skills with sound knowledge in project management.
- Skills in official writing and drafting.
- Capacity to work in a multi-tasking environment.

Language Proficiency

Candidates should be fluent in reading and writing English, Odiya and Hindi

Terms of Reference (ToR)

Selected candidate is expected to perform the following duties.

- Conceptualization and formulation of Annual Action Plan for focused training programmes including all aspects of training imparted.
- Annual training calendar and model for draft proceedings.
- Drafting and documentation of project proposals (Training, Seminars and Workshops) for financial assistance under various schemes of Government of India, State Government, for financial assistance under the schemes meant for the welfare of Scheduled Tribes and Scheduled Castes.
- Management & Coordination for different seminars, workshops, interactive training programmes aimed at orientation of trainees towards ST & SC Development and protection of their civil and constitutional rights and privileges.
- Organize all training programmes and their monitoring and evaluation in SCSTRTI.
- Compile information and feedback and give reports on the training programmes conducted.
- Carry out any other tasks as entrusted by the Director, SCSTRTI.
- The consultant (Training & Coordination) will work under the overall supervision of the Director, SCSTRTI.

Terms & Conditions

The following terms and conditions will apply for this position.

- The position is purely contractual and will continue for one year unless renewed further by the Director, SCSTRTI.
- The remuneration will be a total consolidated amount of Rs. 60,000/- per month.

Sd/-

Advisor-cum-Director
& Spl. Secy. to Govt.