



## Vaikunth Mehta National Institute of Cooperative Management, Pune

### **Consultant- National Cooperation Policy Secretariat**

Organization: VAMNICOM  
Location: Pune, India  
Education: Master's, PhD  
Start Date (Earliest): 1<sup>st</sup> December 2022  
Duration: Two Months (extendable to a period of one month)  
Number of Positions : 1

#### **About the Position:**

Vaikunth Mehta National Institute of Cooperative Management (VAMNICOM-[www.vamnicom.gov.in](http://www.vamnicom.gov.in)), Pune seeks applicants for the position of Consultant to prepare draft policy document in consultation with National Cooperation Policy (NCP) Committee. The Consultant will get extensive national level policy design experience by closely working with the Chairman, stakeholders including senior policy makers, cooperatives and other partners such as cooperative federations, Director and senior leadership of the institute.

#### **Key Responsibilities:**

Consultant is responsible to perform a variety of tasks including but not limited to:

- Participate in policy review discussions with National Cooperation Policy Committee members.
- Compile relevant inputs from recommended source materials, and conduct or oversee additional research as required to assemble needed evidence.
- Draft policy document on the basis of inputs and analysis.
- Revise draft policy paper through multiple rounds of review, under guidance Chairman & members of the committee
- Compile detailed source list and save all sources and research for later reference.

#### **Required Qualification, Skills and Abilities:**

- A Master's Degree in development, international relations, law, public policy or a related field. Experience and qualifications in international economics, social sciences or public policy highly desirable.
- Consultant having 10 years of experience in development of document and writing of history, policy and governance, etc
- Strong research and analytical skills. Ability to quickly create a coherent synthesis from diverse and complex source materials.
- Excellent writing skills in English. Ability to craft concise arguments supported by evidence
- Strong interpersonal and communication skills.
- Some familiarity with major development issues relevant in the cooperative sector.

**Remuneration:** Rs 70000/- monthly

**Age :** Less Than 65 Years

**The last date for application is:** 23<sup>rd</sup> November, 2022.

The candidates have to fill up the attached application form and send by email to [info@cooperativepolicy.in](mailto:info@cooperativepolicy.in) alongwith the CV.

# Application for Consultant- National Cooperation Policy Secretariat, VAMNICOM,Pune

1. Full Name:

2. Date of Birth:

3. Sex:M/F 4.Category:GEN/SC/ST/OBC

5. Marital Status: Y/N

6. Nationality:

7.Physically handicapped :Y/N

8. Names of Father and Mother:

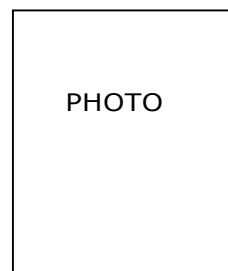
9. Address of Correspondence(including phone No):

10. E-mail Address:

11. Academic Record (If Available):

(a) GATE/CSIR/UGC National Exam Qualification details with %marks/Rank, year of qualifying, etc.:

(b)EducationalQualifications:



Examination with Specialization	Name of School,College, University/Institute , with city and state	Year of passing	Subjects	Percentage of marks/GPA obtained	Distinction/ Division
PhD					
PG					
UG					
XII					

12. Brief details of the assignment carried out (if any) with duration, place of work, area worked on, mentor/guide's name, description of the work (in not more than 5 sentences),and publication details:

13. Working experience(if any):

14. Whether currently employed:

**Declaration:** I hereby declare that I have carefully read and understood the instructions and particulars on this application and that all entries in this form as well as in the attached sheets are true to the best of my knowledge and belief.

Date:

Signature

Place: