

A-12024/03/2022- Admin 1B
Government of India
NITI Aayog

The National Institution for Transforming India is the premier policy Think Tank of India which is engaged in a number of transformational initiatives as a catalyst and an accelerator of change across sectors in partnership with Central Ministries and the State Governments.

NITI Aayog is looking for well experienced, talented, innovative and dynamic Professional who desires to be a part of the team that is scripting the exciting transformation story which is unfolding in India today. Details of the same are given below:

1	Name of position	HR Business Partner (Senior Consultant)
2	Number of positions	1 (One)
3	Method of recruitment	Contract Based through Open Market
4	Age Limit	Candidates should be below 62 years of age as on the date of advertisement.
5	Period of Contract	For a period of 2 years.
6	Remuneration (per month)	Rs 2,65,000/- to Rs. 3,30,000/- (Inclusive of Taxes)
7	Education qualification	Doctorate/ Masters/ Post Graduate Diploma (Two years) in Management / Behavioral Sciences
8	Experience	Minimum of 15 (Fifteen) years' experience in HR related matters in large organizations, in senior leadership positions NOTE: The experience of internship/training (paid or unpaid) will not be considered.
9	Job description	The individual consultant will be responsible for formulation of HR policies, programmes, procedures, guidelines in connection with recruitment, selection, training, career planning, performance appraisal, executive development etc. with a view to achieve organizational goals. Recruitment entails all kind of recruitment handled by NITI Aayog, either from the Government sector or from open market, including resource planning by devising recruitment calendar; advertisement/circulation of vacancies in newspapers; screening of applications; holding meetings of Selection Committee. The job also includes matters regarding placement of personnel, induction and orientation of new personnel, preparing employees to perform present job, evaluation of performance, planning for career advancement, designing career development programme, retention of key talent and advising management on all aspects of employer-employee relations. He/she will also be responsible for coordination and consultation with UPSC/SSC, DoPT whenever required and any other matter assigned by the

superiors.

The terms and conditions of engagement of the **HR Business Partner** will be according to the NITI Guidelines O.M. no. A-12013/02/2015-Adm. I(B) dated 07.12.2021. The guidelines are placed on NITI Aayog's website www.niti.gov.in.

Note: The applications of the candidates may be shared with other Ministries/Departments for their utilization, if required.

Submission of Applications: Eligible candidates may apply online on the link to be provided on the website of NITI Aayog within 30 days from the date of publication of the advertisement in the Newspaper. **Applications are to be submitted online only.**