

A-12011/3/2023-NMPB/ Computer No. 172752
Government of India
Ministry of AYUSH
National Medicinal Plants Board (NMPB)

1st& 2nd Floor, Indian Red Cross Society (IRCS)
Annexe Building, Red Cross Road
New Delhi – 110 001
Dated: November 21, 2024

CIRCULAR

Subject: Preparation of Panel for engagement of One (01) Project Manager and three (03) Project Consultants on Contractual basis in NMPB, Ministry of Ayush- reg.

The undersigned is directed to say that National Medicinal Plants Board, Ministry of AYUSH proposes to prepare a panel for engagement of One (01) Project Manager and three (03) Project Consultants on Contractual basis in NMPB, Ministry of Ayush. The short –listed candidates will be considered for engagement as per the requirement of the National Medicinal Plant Board. The post wise details, eligibility etc. are as given in the enclosed ANNEXURE.

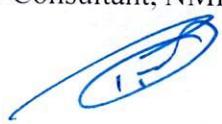
2. The applicants should have thorough knowledge of Computers (MS Word, MS Excel, MS PowerPoint, typing, internet) to handle the work independently.
3. The eligibility of the candidates will be determined as on the last date of the receipt of application.
4. The engagement will be purely on contract basis and will not confer any right for regular appointment in the Ministry/Organization.
5. The shortlisted candidates will be called for a Personal Talk.
6. NMPB reserves the right to accept or reject any application without assigning any reason.
7. Interested and eligible candidates may submit their physical application (signed) in the enclosed format along with a signed CV and attested photocopies of certificates in support of essential etc. to **Finance & Administrative Officer (F&AO), National Medicinal Plants Board (NMPB), Red Cross Annexe Building, Red Cross Road, New Delhi -110001 on or before 18.12.2024 (5:00 P.M.)**, by post /hand. “Application for the Post of One Project Manager and Project Consultant (Technical-Medicinal Plants)/ Project Consultant (Technical-Agronomy)/ Project Consultant (Finance/Audit)” on Contractual basis in NMPB should be clearly mentioned on top of the envelope. Incomplete applications or applications received after last date will not be considered.



(Piyush Kumar)
Finance & Administrative Officer,
National Medicinal Plants Board (NMPB),
Ph: 011-23721826

To:

1. DG's of CCRAS /CCRS/CCRH/CCRUM and Director, CCRYN with a request to upload the circular in the respective official website.
2. Deputy Adviser, Ministry of Ayush/ Shri Ajit Saha, Technical Director NIC, Ministry of Ayush with a request to upload the circular on the website of the Ministry of AYUSH.
3. Sh. Saurabh Sharma, Marketing Manager, NMPB/ Sh. Govind Paul, IT Consultant, NMPB with a request to upload the circular on the website of NMPB.
4. Notice Board.
5. Guard File.



Copy to:

1. PPS to Secretary, AYUSH.
2. PPS to CEO, NMPB.

ANNEXURE

1. Details of Eligibility Qualifications, Remuneration etc. for Project Manager:

1.	Number of Vacancy	01
2.	Name of Post	Project Manager
3.	Nature & Period of Engagement	Purely on Contract basis. Initial for a period upto 31.03.2025. May further be extended on year to year basis, subject to functional requirement and also subject to appraisal of the Performance.
4.	Remuneration payable	Rs. 85,000/-per month consolidated
5.	Eligibility & Qualifications	i) Ph.D (Botany/Agronomy) ii) Knowledge of Computers (MS Word, MS Excel, MS PowerPoint, typing, internet) to handle the work independently.
6.	Experience	Minimum 15 Years of Experience in Ayush and related Schemes.
7.	Age Limit	The candidate should be between 45-55 years of age on the last date for receipt of application.
8.	Place of work	National Medicinal Plants Board (NMPB), IRCS Annexe Building, Red cross Road, New Delhi

2. Details of Eligibility Qualifications, Remuneration etc. for Project Consultant (Technical-Medicinal Plants):

1.	Number of Vacancy	01
2.	Name of Post	Project Consultant (Technical-Medicinal Plants)
3.	Nature & Period of Engagement	Purely on contract basis, initially for a period up to 31.03.2025. May further be extended on year to year basis, subject to functional requirements and also subject to appraisal of the performance.
4.	Age limit	The candidate should not be more than 45 years of age on the last date for receipt of application.
5.	Remuneration payable	Rs.50,000/- per month consolidated
6.	Eligibility & Qualifications	(i) MSc. (Botany/Pharmacognosy)/ M. Pharma, Pharmacognosy (ii) Knowledge of Computers (MS Word, MS Excel, MS PowerPoint, typing, internet) to handle the work independently. Desirable Qualification: Ph.D. in Botany/ Agronomy / Pharmacognosy
7.	Experience	5 Years post-qualification experience in the Medicinal Plants/ Agricultural Sector.
8.	Place of work	National Medicinal Plants Board (NMPB), IRCS Annexe Building, Red cross Road, New Delhi



3. Details of Eligibility Qualifications, Remuneration etc. for Project Consultant (Technical-Agronomy):

1.	Number of Vacancy	01
2.	Name of the post	Project Consultant (Technical-Agronomy)
3.	Age	The candidate should not be more than 45 years of age on the last date for receipt of application.
4.	Eligibility & Qualifications	i) MSc. (Agronomy), MBA (Agri-business Management) ii) Knowledge of Computers (MS Word, MS Excel, MS PowerPoint, typing, internet) to handle the work independently. Desirable: Ph.D. in Agronomy / Pharmacognosy
5.	Experience	5 years post-qualification experience in the Medicinal Plants/Agricultural Sector.
6.	Nature & Period of Engagement	Purely on contract basis, initially for a period up to 31.03.2025. May further be extended on year to year basis, subject to functional requirements and also subject to appraisal of the performance.
7.	Salary	Rs.50, 000/- per month consolidated.
8.	Place of work	National Medicinal Plants Board (NMPB), IRCS Annexe Building, Red cross Road, New Delhi

4. Details of Eligibility Qualifications, Remuneration etc. for Project Consultant (Finance/Audit):

1.	Number of Vacancy	01
2.	Name of the post	Project Consultant (Finance/Audit).
3.	Age	The candidate should not be more than 45 years of age on the last date for receipt of application.
4.	Eligibility & Qualification	i) MBA (Finance)/ M.Com. ii) Knowledge of Computers (MS Word, MS Excel, MS PowerPoint, typing, internet) to handle the work independently.
5.	Experience	5 years post qualification experience in handling Financial/Budgetary matters in Centre / State Govt. offices.
6.	Nature & Period of Engagement	Purely on contract basis, initially for a period up to 31.03.2025. May further be extended on year to year basis, subject to functional requirements and also subject to appraisal of the performance.
7.	Salary	Rs.50,000/- per month consolidated.
8.	Place of work	National Medicinal Plants Board (NMPB), IRCS Annexe Building, Red cross Road, New Delhi



PROFORMA FOR APPLICATION

1.	NAME OF THE POST	
2.	Name of the Candidate in Block letter	
3.	Father Name	
4.	Mother Name Date of Birth (in Christian era) DD/MM/YY	
5. (a)	Age as on last date of receipt of application	
(b)	Sex	
6.	Nationality	
7.	Religion	
8.	Marital Status	
9.	Whether working in Central/State/UT/Autonomous Body	
10	Languages known	
11.	Address for communication	
12.	Permanent Address	
13.	Telephone No./Mobile No.	
14.	Any other information you would like to give:	

15. Educational Qualification (starting from Matriculation or equivalent and onwards):

16. Experience (Including present employment):

SI. No.	Name of Employer	Designation of the Post held & nature of Appointment	Pay Scale/Salary in Rs. Last drawn	Date of Joining/Leaving	Nature of duties performed

Place:

Date:

Signature of the Applicant