

E-mail



भारतीय सर्वेक्षण विभाग SURVEY OF INDIA



अपर महासर्वेक्षक का कार्यालय

Office of the Additional Surveyor General

राष्ट्रीय भू-सूचना विज्ञान एवं प्रौद्योगिकी संस्थान

National Institute for Geo-informatics

Science & Technology

उप्पल, हैदराबाद, तेलंगाना- 500039.

Uppal, Hyderabad, Telangana – 500039.

दूरभाष Phone : 27201181 (EPABX)

फैक्स Fax : 040-27200286

ई-मेल e-mail : nigst.hyd@surveyofindia.gov.in

वेबसाइट Website : www.nigst.surveyofindia.gov.in



ADVERTISEMENT FOR HIRING OF YOUNG PROFESSIONALS IN NIGST, SURVEY OF INDIA

National Institute for Geoinformatics Science & Technology (NIGST), Survey of India (SoI) invites applications for Two (02) positions of Young Professional from the young, talented, innovative and dynamic Professionals who are keen to demonstrate their proven academic, credentials, professional achievements and leadership qualities. Details of the same are given below:

1	Name of position	Young Professional
2	Method of Recruitment	Short term contract / Contractual appointment.
3	Age Limit	Upper age 32 years (as on the last date of application) is same for Young Professionals applying for National Council for Vocational Education and Training (NCVT) and Capacity Building Commission (CBC) activities.
4	Number of positions and Qualification required	No of Positions: 1 Essential Qualifications for NCVET activities: - MBA or two years PG diploma in management. Desirable Qualifications for NCVET activities: - Mahatma Gandhi National Fellowship (MGNF) – Fellow in Skill Development Governance.
		No of Positions: 1 Essential Qualifications for CBC activities: MBA or two years PG diploma in management
5	Job description	i) NCVET activities - To provide project implementation support for establishment, management and coordination of NIGST as (a) Assessment Agency and (b) Awarding Body. - To design, develop and maintain process related documentation. - Any other duties assigned by the NIGST. ii) CBC activities. - To plan and optimize Capacity building processes.

		- To provide strategic advisory for building competency-based training framework. - To design and use CBC identified KPIs for tracking progress and impact or training process improvement. - To plan, organize and manage training processes improvement actions as per the CBC recommendations. - To provide functional supervision and accreditation support for adherence to National Standards of Civil Service Training Institutes (CSTIs). - Any other duties assigned by the NIGST.
6	Experience	- Fresh candidates are eligible. - 2 years project experience is preferred
7	Monthly emoluments	Rs. 70,000/- (consolidated)
8	Method of Selection	i) The candidates are required to submit copies of Certificates of Educational Qualifications and Experience Certificates. ii) Based on submission of documents, the shortlisted candidates will be called for interview.
9	Documents for Submission	i) Certificates of Educational and desirable Qualification. ii) Experience Certificate. iii) Statement of Purpose

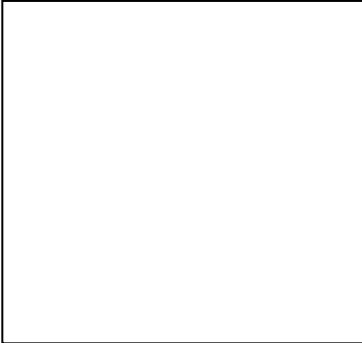
Interested candidates are requested to fill the application form enclosed herewith as Annexure 'A' and send the same latest by 05th December, 2025 by email to nigst.hyd@surveyofindia.gov.in . Applications received after due date will be rejected.

The selected candidate will be required to enter into a consultancy contract, enclosed herewith as Annexure 'B' and agree to the procedures and guidelines specified in Annexure 'C'.

Additional Surveyor General
NIGST.

Annexure-A

Application form for the position of Young Professionals in NIGST, Survey of India, Department of Science & Technology

		Recent Passport Size Photograph.					
1.	Full Name (in Block Letter)						
2.	Father's / Husband's Name						
3.	Date of Birth						
4.	Gender						
5.	Contact detail	Mobile No.					
		e-mail					
6.	Address for Communication						
		PIN:					
7.	Age as on 05-12-2025						
10	Educational Qualification (Please enclose copy of Certificate & Mark Sheets from Secondary onwards)						

Sl. No.	Year	Name of University/Board	Name of the Qualification	Main Subject/discipline	Date of Commencement	Date of Completion	Duration of Course	Total Marks	Percentage/ CGPA/ GPA

11.	Desirable Qualifications (Attach proof)	
12.	Work Experience	
13.	Details of Employment	
	A. Employer Name	
	B. Post Held	
	C. Emoluments	
	D. Date of Joining in Organization	
	E. Date of Leaving in Organization	
	F. Job Responsibility	
14.	Whether any Criminal case is pending against you? If yes, please give details at the end.	
15.	Whether you were convicted by any court at any time in your life? If yes, please give details at the end.	

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false or incorrect/Incomplete or ineligible being detected at any time before or after selection/Interview, my candidature is liable to be rejected and I shall be bound by the decision of

the NIGST, SoI, Department of Science & Technology. I have read and accept all the terms and conditions for engagement of Young Professionals mentioned as above.

Place:

Date:

Signature

(Full Name of the applicant)

Encl.

1. Copies of Educational Qualifications from Secondary (10th Standard) onwards
2. Copies of Desirable Qualifications.
3. Statement of Purpose
4. Latest salary slip (if any)
5. Work Experience Certificates.

Annexure 'B'

Survey of India Department of Science and Technology Government of India

Consultancy Contract for the engagement of a Young Professional

File No:

Dated:

This contract is entered into on [insert date], between the Survey of India and
..... (hereinafter referred to as “**Young Professional**”),
whose address is

WHEREAS Survey of India desires to engage the Young Professional on the terms and conditions hereinafter set forth, and:

WHEREAS the Young Professional is ready and willing to accept this Consultancy with Survey of India on the said terms and conditions.

AND WHEREAS this contract and Annexure(s) to this contract constituting its integral part are collectively referred to as “Consultancy Contract”.

NOW, THEREFORE, the Parties hereby agree as follows:

1. Nature of engagement

The Young Professional shall perform the functions as described in the Terms of Reference which form an integral part of this Consultancy.

2. Duration

This Consultancy shall commence on [insert date] and shall expire upon satisfactory completion of the engagement described in the Terms of Reference mentioned above, but not later than [insert date], unless sooner terminated in accordance with the terms of this Consultancy contract. He/she is designated as Young Professional. This Consultancy is further subject to the conditions mentioned in the “Procedure and guidelines for engagement of Young Professionals” and are attached hereto by way of reference as Annexure C.

3. Remuneration

A consolidated remuneration of ₹..... per month inclusive of all applicable taxes shall be paid to the Young Professional subject to satisfactory performance. If unforeseen travel outside the Duty Station is requested by Survey of India, and upon prior written agreement, such travel shall be at Survey of India's expense, and the Young Professional shall receive advance/reimbursement equivalent as prescribed in Para 3 of “Procedure and guidelines for engagement of Young Professionals”.

4. Rights and Obligations of the Young Professional

The rights and obligations of the Young Professional is strictly limited to this Consultancy Contract and Office orders issued by Survey of India from time to time on work allocation/reporting etc. Accordingly, the Young Professional shall not be entitled to any benefit, payment, subsidy, compensation or entitlement, except as expressly provided in this Consultancy Contract. The Young Professional shall be solely liable for claims by third parties arising from the Young Professional's own acts or omissions in the course of performing this Consultancy, and under no circumstances shall Survey of India be held liable for such claims by third parties.

IN WITNESS WHEREOF, the Parties hereto have executed this Consultancy Contract.

By signing below, I, the Young Professional, acknowledge and agree that I have read and accept the terms of the Consultancy Contract.

The Young Professional has submitted a Statement of Good Health and form for Police Verification.

AUTHORIZING OFFICER:

YOUNG PROFESSIONAL:

Survey of India

Name:

Name:

Date:

Date:

Place:

Place:

Procedure and Guidelines for Engagement of Young Professionals

1. Consultancy terms and conditions

1.1. Legal Status:

The Young Professional shall have the legal status of a Young Professional vis-à-vis Survey of India and shall not be regarded, for any purposes, as being either a “staff member” of Survey of India, or an “official” of Survey of India. Accordingly, nothing within or relating to the Consultancy Contract shall establish the relationship of employer and employee, or of principal and agent, between Survey of India and the Young Professional.

1.2. Standards of Conduct:

1.2.1. The Young Professionals shall neither seek nor accept instructions from any authority external to Survey of India in connection with the performance of their obligations under the Consultancy Contract. The Young Professionals shall not take any action during their engagement in respect of the performance of the Contract or otherwise related to their obligations under the Contract that may adversely affect the interests of Survey of India. The Young Professionals shall perform their obligations under the Consultancy Contract with the fullest regard to the interests of Survey of India. The Young Professionals are enjoined not to offer any direct or indirect benefit arising from or related to performance of the Contract or the award thereof the Consultancy engagement to any representative, official, employee or other agent of Survey of India. The Young Professionals shall comply with all laws, ordinances, rules and regulations bearing upon the performance of their obligations under the Consultancy Contract. In the performance of the Consultancy Contract, the Young Professional shall comply with the Standards of Conduct. Failure to comply with the same is grounds for termination of the Consultancy Contract governing the Consultancy.

1.2.2. Prohibition of Sexual Exploitation and Abuse:

During the performance of the Consultancy Contract, the Young Professionals shall comply with the “Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013” and any amendment in the law made consequently read with any rules or regulations issued in this regard by Government of India. Violation of the said provisions will constitute a breach of the terms of the Consultancy Contract and will attract penal provisions, including the termination of the contract. In addition, nothing herein shall limit the right of Survey of India to refer any alleged breach of the foregoing standards of conduct to the relevant statutory authorities for appropriate legal action.

1.3. Title Rights, Copyrights, Patents and Other Proprietary Rights:

1.3.1 Title to any equipment and supplies that may be furnished by Survey of India to the Young Professionals for the performance of any obligations under the Consultancy Contract shall rest with Survey of India, and any such equipment shall be returned to Survey of India at the conclusion of the Consultancy Contract or when no longer needed by such Young Professional. Such equipment, when returned to Survey of India, shall be in the same

condition as when delivered to the Young Professional, subject to normal wear and tear, and the Young Professional shall be liable to compensate Survey of India for any damage or degradation of the equipment that is beyond normal wear and tear.

- 1.3.2. Survey of India shall be entitled to all intellectual property and other proprietary rights, including, but not limited to, patents, copyrights and trademarks, with regard to products, processes, inventions, ideas, know-how or documents and other materials which the Young Professional has developed for Survey of India under the Consultancy Contract and which bear a direct relation to or are produced or prepared or collected in consequence of, or during the course of, the performance of the Consultancy Contract, and the Young Professional acknowledges and agrees that such products, documents and other materials constitute works made during the engagement for Survey of India. Subject to the foregoing provisions, all maps, drawings, photographs, mosaics, plans, reports, estimates, recommendations, documents and all other data compiled by or received by the Young Professional under the Consultancy Contract or as result of such Consultancy Contract shall be the property of Survey of India that shall be made available for use or inspection by Survey of India at reasonable times and in reasonable places. It shall be treated as confidential and shall be delivered only to Survey of India's authorized officials on completion of work under the Consultancy Contract.

1.4. Confidential Nature of Documents and Information:

The Young Professional shall be subject to the provisions of the Indian Official Secrets Act, 1923. The Young Professionals shall not, except with the previous sanction of Survey of India or in the bona fide discharge of their duties, publish a book or a compilation of articles or participate in TV/ Radio broadcast/ Social Media or contribute an article or write a letter in any newspapers or periodical either in their own name or anonymously or pseudonymously in the name of any other person, if such book, article, broadcast or letter relates to subject matter assigned to them by Survey of India. The Young Professional is prohibited from sharing any material (as described in Para 1.3.2 above) that was created as part of the Consultancy or received during the engagement at the Survey of India from external agencies or from within Survey of India. In the event of premature termination or completing the Consultancy Contract, the Young Professional shall duly hand over all related documents, communications, reports etc. to the reporting officer, while, the obligations of the provisions of The Official Secrets Act, 1923 shall remain effective for all intents.

1.5. Use of Name, Emblem or Official Seal of The Survey of India:

Young Professionals shall not advertise or otherwise make public for purposes of commercial advantage that a contractual relationship exists with Survey of India, nor shall the Young Professional, in any manner whatsoever, use the name, emblem or official seal of Survey of India, or any abbreviation of the name of Survey of India, in connection with any business or otherwise without the written permission of Survey of India.

1.6. Insurance:

The Young Professionals shall be solely responsible for taking out and for maintaining adequate insurance required to meet any of their obligations under the Consultancy Contract, as well as for arranging, at their own expense, such as life, health and other forms of insurance as the Young Professional as they may consider appropriate to cover the period during which they are engaged.

1.7. Travel, Medical Clearance and Service incurred Death, Injury or Illness:

- 1.7.1 Survey of India may require the Young Professional to submit a Statement of Good Health from a registered physician prior to commencement of work in any offices or premises of Survey of India.
- 1.7.2. In the event of the death, injury or illness of any Young Professional which is attributable to the performance of engagement on behalf of Survey of India under the terms of the Consultancy Contract while the Young Professional is traveling at the expense of Survey of India or is performing any responsibilities under the Consultancy Contract in any offices or premises of Survey of India or Government of India, the Young Professional or the Young Professional's dependents, as appropriate, shall not be entitled to any compensation.

1.8. Force Majeure and other Conditions:

- 1.8.1 Force majeure as used herein means any unforeseeable and irresistible act of nature, any act of war (whether declared or not), invasion, revolution, insurrection, or any other acts of a similar nature or force, provided that such acts arise from causes beyond the control and without the fault or negligence of any Young Professional .
- 1.8.2. The Young Professionals acknowledge and agree that, with respect to any obligations under the Consultancy Contract that they must perform in or for any areas in which Survey of India is engaged in, preparing to engage in, or disengaging from any peacekeeping, humanitarian or similar operations. Any delay or failure to perform such obligations arising from or relating to harsh conditions within such areas or to any incidents of civil unrest occurring in such areas shall not, in and of itself, constitute force majeure under the Consultancy Contract.

1.9.Termination:

The Survey of India can terminate the Consultancy Contract at any time without prior notice and without providing any reason for it. Survey of India reserves the right to terminate the services of a Young Professional at any stage, in the event of a serious failure in the performance of the assigned task or in the case of a failure to observe the prescribed standards of conduct as set out in para 1.2 of these Guidelines. However, in the normal course, Survey of India will provide one month's notice to the Young Professional. The Young Professional can also seek for termination of the Consultancy Contract upon giving one month's notice to the Survey of India.

1.10. Audits and Investigations:

Each invoice paid by Survey of India shall be subject to a post-payment audit by auditors, whether internal or external, of Survey of India or by other authorized and qualified agents of Survey of India at any time during the term of the Consultancy Contract and for a period of two (2) years following the expiration or premature termination of the Consultancy Contract. Survey of India shall be entitled to a refund from the Young Professional for any amounts shown by such audits to have been paid by Survey of India other than in accordance with the terms and conditions of the Consultancy Contract. The Young Professional acknowledges and agrees that, from time to time, Survey of India may conduct investigations relating to any aspect of the Consultancy Contract or the award thereof, the obligations performed under the Consultancy Contract, and the operations of the Young Professional generally relating to performance of the Consultancy Contract. The right of Survey of India to conduct an investigation and the Young Professional's obligation to

comply with such an investigation shall not lapse upon expiration or premature termination of the Consultancy Contract. The Young Professional shall provide full and timely cooperation with such inspections, post-payment audits or investigations. Such cooperation shall include, but shall not be limited to, the Young Professional's obligation to make available such personal and any relevant documentation for such purposes at reasonable times and on reasonable conditions and to grant to Survey of India access to the Young Professional's premises at reasonable times and on reasonable conditions in connection with such access to the Young Professional's personal and relevant documentation.

1.11. Settlement of Disputes:

Survey of India and the Young Professional shall use their best efforts to amicably settle any dispute, controversy or claim arising out of the Consultancy Contract or the breach, termination or invalidity thereof. Work related grievances, if any, will be processed as per the redressal mechanism established at Survey of India.

1.12. Governing Law:

The Consultancy shall be governed by the laws of India and is subject to the exclusive jurisdiction of the Courts at Hyderabad.

1.13. Conflict of Interest:

The Young Professionals shall be expected to follow all the rules and regulations of the Government of India which are in force. They will be expected to display utmost honesty, secrecy of office and sincerity while discharging their duties. In case the services of any Young Professional are not found satisfactory or found in conflict with the interests of the Survey of India/Government of India, his/her engagement will be liable for discontinuation without assigning any reason.

2. General Terms & Conditions

2.1. Duration of Engagement:

Young Professionals will be engaged for a fixed period of one year which may be extended by another one year for providing high quality services on specific projects as per requirement of the Verticals/Divisions. However, their continuation in their respective position beyond the first and subsequent years would be contingent on a satisfactory Annual Performance Review based on clearly defined Key Performance Indicators. Extension beyond two years may be considered under exceptional circumstances with the approval of Competent Authority, Survey of India.

2.2. Professionals with requisite qualification and experience as prescribed would be engaged as Young Professionals.

2.3. The Young Professionals may be engaged on part-time or full-time basis. Young Professionals engaged on full-time basis would not be permitted to take up any other assignment during the period of Consultancy with Survey of India under these Guidelines.

2.4. The engagement of Young Professionals is of a temporary nature, and the Survey of India can cancel the engagement at any time without providing any reasons thereof.

2.5. Part time Young Professionals can be engaged by Survey of India on such terms and

conditions as the Competent Authority may decide, provided, that there is no conflict of interest with respect to the work they are handling in the Survey of India. Full time as well as part time Young Professionals shall declare prior to taking up the consultancy assignment that neither their previous work nor any existing interest will create any conflict of interest vis-à-vis the work assignment at Survey of India.

3. Reimbursement of or grant of advance

The Young Professional may require to undertake domestic official tours with due approval and they will be allowed the following reimbursement of or grant of advance for official expenditure as given below:-

Position	Mode of Journey	Reimbursement of Hotel, Taxi and Food Bills
Young Professional	Air in Economy class or by Rail in AC Two Tier	Hotel accommodation up to ₹ 2250/- per day; taxi charges of up to ₹ 338/- per day for travel within the city and food bills not exceeding ₹ 900/- shall be allowed

4. Selection Process

4.1. The selection of shall be made in accordance with the provisions contained in GFR, 2017 and the Manual for Procurement for Consultancy & Other Services, 2022 as amended from time to time.

4.2. Engagement of Young Professionals by Survey of India will be on a rolling basis as and when needs arise in various Verticals/ Divisions. Survey of India will periodically advertise from time to time, on its website as well as in at least one newspaper (both Local Language/Hindi and English), its requirements in terms of areas of work/ specializations and encourage interested candidates to register at any time of the year, for being considered for engagement as Young Professionals.

4.3. Periodically, normally on a quarterly basis or earlier, if necessary, the Administration Division of Survey of India will identify the exact number of Young Professionals that need to be engaged for specific purposes in various Verticals/ Divisions. Based on the number of Young Professionals required, a Screening Committee will shortlist eligible applicants. The Screening Committee will have the following composition:

S.No.	Designation	Role
1	DSG (Senior Most)	Chairman
2	DSG NIGST	Member Secretary
3	External Expert Member	Member

4.4. The Screening Committee shall shortlist the eligible applicants and recommend a panel of at least 5 eligible candidates per requirement.

4.5. The shortlisted applications shall be placed before a Selection Committee with the following composition:

S.No.	Designation	Role
1	Addl. SG NIGST	Chairman
2	DSG NIGST	Member
3	DSG NIGST	Member Secretary
4	External Expert Member	Member

4.6. The Selection Committee may devise its own method for selection of suitable candidates as per the requirement. The Selection Committee may recommend a panel of names for keeping in reserve list with a validity period of one year from the date of recommendation.

4.7. In certain exceptional cases and in the exigency of time and with full justification, selection can also be considered from a single source as per GFR, 2017 by a Search-cum-Selection Committee having Additional Surveyor General, NIGST, Survey of India as the Chairperson with one senior most Deputy Surveyor General and one Deputy Surveyor General as members, with the approval of Competent Authority.

4.8. Survey of India may also engage Young Professionals on secondment basis under Rule 194 of GFR, 2017 from established Research Organizations, Universities, Educational Institutions, and Government Organizations including PSUs. In exceptional cases, individuals can also be engaged on secondment basis from Private Institutions/Organizations/ Think Tanks with the approval of Additional Surveyor General, NIGST. This engagement will be based on payment of such monthly sum to the parent employer as would cover the cost of salary and other allowances due to the selected individual and additional expenditure in terms of Department of Expenditure's approval conveyed vide ID.No. 26/1/2016-PPD dated 20-10-2016.

4.9. Remuneration: The consolidated remuneration will be released by Survey of India within one week after completion of the month based on the attendance registered by the Young Professional or on certification by Head of the Vertical/Section/Division concerned in case the Young Professional has been deputed to other place.

5. Leave

Young Professionals shall be entitled to leave at the rate of 1.5 days of each completed month with no accumulation of leave beyond a calendar year on pro-rata basis. Unavailed leaves cannot be carried forward to the next year. Further, leave up to one month may be considered without remuneration with the approval of Additional Surveyor General, NIGST, Survey of India. However, in exceptional cases for professional development, training etc., this condition may be relaxed by Additional Surveyor General, NIGST, Survey of India.

6. Tax Deduction at Source

The Income Tax or any other tax liable to be deducted, as per the prevailing rules will be deducted

at source before effecting the payment, for which the Survey of India will issue TDS Certificate/s. Goods and Service Tax, as applicable shall be admissible to the Young Professionals. The Survey of India undertakes no liability for taxes or other contribution payable by the Young Professionals on payments made under this Consultancy Contract.

7. Police Verification

Police verification of the Young Professionals shall be done as per the latest instructions issued by MHA. In case the police verification is received as negative, the Consultancy Contract of Young Professional shall cease to exist with immediate effect without any notice.

8. SERVICE CONTRACT TERMS

8.1. Selected Young Professional shall have to enter/sign a service bond/contract (Refer Annexure B) to serve the Survey of India faithfully and diligently for at least a period of one year from the date of his/ her joining Survey of India.

8.2. In the event of his/her voluntarily resigning from the services of Survey of India before completion of initial one year, he/she shall pay to the SURVEY OF INDIA the liquidated damages equivalent to the 02 months' remuneration/fee of the Individual Contract.

8.3. In case of continuation beyond in the period of one year, liquidated damages clause shall not be applicable, and he/she may seek for termination of the contract upon giving one month's notice to the SURVEY OF INDIA.

8.5. He or she shall be governed by the disciplinary regulations of NIGST.

8.6. The YP/Consultant must submit a monthly report of the work done during the period of contract.