File No. P-27025/95/2025-Leather
Government of India
Ministry of Commerce and Industry
Department for Promotion of Industry and Internal Trade
Leather & Footwear Section

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Subject: Advertisement for Contractual Engagement of Junior Consultant/Consultant in Leather and Footwear Section in DPIIT – reg.

DPIIT invites applications from eligible qualified professionals for engagement as Junior Consultant/Consultant with relevant experience in the Specific Domain areas purely on contract basis for a period of three (03) years for working in the **Leather and Footwear Section,** DPIIT. Interested and eligible candidates are requested to apply through email only latest by **15 days** from the issue of this advertisement.

2. Designation, No. of Positions, Qualifications and Experience Criteria along with Consolidated Remuneration are given below:

S. No.	Designation	No. of Positions	Qualification and Experience Criteria	Remuneration (Per Month)
1	Consultant	01	**Qualification**: Master's Degree/Ph.D. Degree in Economics/ Management/ Finance / CA/CS/ICWA or equivalent from a reputed and recognized University Institution **Experience**: (essential) 5-10 years of relevant post-qualification work experience **Desirable**: Experience in matters related to Finance and concurrent Experience in handling financial and monitoring and implementation aspects of Government Policy and Schemes, Handling of Legal matters, Analytics on growth/ competitiveness etc., Experience in working in leather or footwear industry	Rs. 0.8-2.5 Lakh based on the suitability and experience of candidate

2	Junior Consultant	01	**Qualification**: Master's Degree/Ph.D. Degree in Economics/ Management/ Finance / CA/CS/ICWA or equivalent from a reputed and recognized University Institution **Experience**: (essential) 3-5 years of relevant post-qualification work experience **Desirable**: Experience in matters related to Finance and concurrent Experience in handling financial and monitoring and implementation aspects of Government Policy and Schemes, Handling of Legal matters, Analytics on growth/ competitiveness etc., Experience in working in leather or footwear industry	Rs. 0.6-1.0 Lakh based on the suitability and experience of candidate

3. **Age Limit:** Below 40 years of age as on date of advertisement

4. Interested and eligible candidates can send their duly filled applications in prescribed format (Annexure I) along with their CV and self- attested copy of relevant documents via email to leather-dpiit1@gov.in with the subject line "Application for Junior Consultant/Consultant in Leather and Footwear Section, DPIIT" latest by 15 days from the date of issue of this advertisement i.e. till 02/10/2026 by 5 PM.

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Annexure-I

Proforma to apply for the post of Junior Consultant/Consultant in Leather and Footwear Section in DPIIT

Government of India
Ministry of Commerce and Industry
Department for Promotion of Industry and Internal Trade

Position Applied For: Junior Consultant/Consultant in the Leather and Footwear Section, DPIIT

Personal Details:

Name	
Father's Name	
Mother's Name	
Date of Birth	
Correspondence Address	
Permanent Address	
E-mail	
Mobile Number	

Educational Qualification (Graduation onwards)

Qualification	Board/ University	Year of passing	Subjects/ Specialization	Full Time/Part Time/Distance Mode	Division	Percentage of Marks*

*** If marks available in CGPA, enter equivalent percentage marks using applicable conversion formula of respective institution/university.**

**** CA/ICWA/CS candidates will mention only percentage of marks in their final examination. If a candidate mentions any other marks, his/her candidature will consider to be cancelled.**

Work Experience (please mention only relevant experience as per advertisement)

Sr. No.	Organization/Institution	Period		Nature of work done (to be selected from dropdown-as per this advertisement)	Salary Drawn/month	Remarks
		From	To			

Any other relevant information that the candidates want to submit:

Certification

I, son/ daughter of _____ hereby certify that the information provided by me in the application form is true and correct to the best of my knowledge and my application will be summarily rejected if any particulars are found incorrect/false at any stage. Further, I have read and understood all the terms and conditions for engagement of Junior Consultant/Consultant in DPIIT.

(Signature)

Annexure-II

Terms and Conditions

i. The applicants must submit the application, complete in all aspects in the prescribed Application Proforma through email only. **No other means of submission of applications will be entertained**. It may be noted that only properly and appropriately filled-in applications will be considered. The applications will be rejected if requisite information/ document is found missing at the time of examination.

ii. Applications which do not meet the eligibility criteria given in this Notification and/or incomplete in any respect shall be summarily rejected and no communication will be made in this regard.

iii. The initial tenure of engagement for a person as Junior Consultant/Consultant would be maximum upto 3 years. Continuation of the Junior Consultant/Consultant in DPIIT beyond 3 years (subject to renewal every year), for up to additional 2 years will be considered on case-to-case basis by the Competent Authority in the Department. Extension is subject to approval and based on requirement at the appropriate stage. Candidate will have no right whatsoever to demand extension after completion of the initial tenure.

iv. The appointment of Junior Consultant/Consultant is of a temporary nature and the DPIIT can cancel the appointment at any time without providing any reason for it, with a notice period of 15 days or remuneration in lieu of the notice period on pro-rata basis.

v. The normal working hrs. shall be from 9.00 A.M. to 5.30 P.M. However, in exigencies, he/she may be called for services on holidays or beyond normal working hrs.

vi. Performance based annual increment subject to completion of period with satisfactory performance with the approval of the Competent Authority will be granted as under:

Sr. No.	Parameters	Applicable Increment
1	For performing routine/assigned work	Nil
2	For making significant contribution & shown exceptional quality	5%
3	In exceptional cases/exemplary performance/contribution in policy making/ publication etc.	10%

v. All the candidates called for the Interview shall bring one set of self-attested copies of the relevant documents, w.r.t Educational Qualifications, Professional Qualifications, Work Experience, Photo ID-Proof, etc. along with the Originals at the time of verification.

vi. This is purely a contractual engagement on specific requirements/project basis as per agreed terms and conditions.

vii. The engagement **DOES NOT** confer any right upon the engaged person to demand any permanent position or job in DPIIT during the tenure of engagement or anytime in future.

viii. DPIIT reserves its right **NOT TO ENGAGE** any person in response to this Notification.

ix. All the applications shall be screened for qualification and completeness. Complete applications shall be sorted and shortlisted for calling suitable candidates for interview. **Not all applicants may be called for Interview.**

x. No TA/DA shall be paid to candidates for attending the Interview.

xi. Selection of the candidates shall be made on the basis of performance and qualitative assessment done during Interviews taken by the Consultancy Evaluation Committee. Consultancy Evaluation Committee shall recommend initial remuneration

xii. The selected candidate will be offered a contractual engagement as per terms and conditions, as prescribed by the Department from time to time.

xiii. The candidate will undertake and execute the assigned tasks with all sincerity and as per communicated timelines. The failure in commitments and duty by the candidate will be viewed seriously and appropriate action shall be taken against the concerned as per rules.

xiv. The applicants are advised to provide valid e-mail address and mobile number for communication since all communications shall be made through electronic medium. No communication will be made by post. The candidates are advised to regularly check their email ids as well as DPIIT website for any further developments.

xv. The location of job will be Vanijya Bhawan, Department for Promotion of Industry and Internal Trade, Ministry of Commerce and Industry, New Delhi.

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