

F. No. A-01/07/2017-ISA
Secretariat
International Solar Alliance

International Solar Alliance invites suitable and qualified candidates for Walk-In-Interview for the post of Consultant on contractual basis. The Walk-in-interview will be held as per the given schedule.

Interested Candidates with stipulated eligibility may appear at the given venue along with filled application, Bio data and all original documents, photocopies of all certificates of age, quaification, experience and photographs etc.

Women candidates are encouraged to apply.

Posts & Qualifications	Period of Engagement	Job Requirement	Consolidated remuneration
Consultant (International Negotiations)			
<p>Qualification and Experience:</p> <p>Essential:</p> <ol style="list-style-type: none"> 1. Degree (Master's Degree or equivalent) in a field related to International Law or Relations, International Negotiations, and/or Solar Energy, 2. To have a exposure to a national or international Organization in multilateral project monitoring functions. Exposure in a Public Administration would be an advantage, 3. To have a good knowledge of negotiation techniques and regional / international cooperation within the United Nations System, 4. To have knowledge of west African countries and international relations, and have a good knowledge of organisations and mechanisms for cooperation on sustainable development programmes, 5. To have a global vision of the issues related to access to solar energy in Africa, 6. To have excellent writing and synthesis skills (ability of writing reports) and demonstrate an ease in communicating and facilitating meetings and workshops of reflections, 7. To have excellent knowledge of the English. Knowing any other foreign language will be an asset. 8. To be able to work with ease within a team and adhere to timelines 9. To have a good knowledge of the usual software of work and be able to use adequately the digital tools; 	<p>Contract period initially for 5 months which can be extended depending on the performance of the candidate / need of the Management. The upper age limit would be 40 years on the last date of walkin interview</p>	<p>Outline of the task to be carried out:</p> <ul style="list-style-type: none"> • Supporting the implementation of the international action-plan for promoting solar energy, • Assisting in establishing and maintaining the relationship with the West African countries to enhance ISA's engagement in the region and identify inter-governmental forums and others platforms for effective collaboration with the region in the implementation of the plan, • Stimulating cooperation and supporting assistance in capacity building programmes, • Encouraging greater stakeholders involvement including civil society, private sector, universities and research institutes, youth, women and marginalized groups, • Contributing to greater visibility and readability of ISA's commitments in terms of solar energy by communicating its actions, • Developing cooperation with other national, regional or international institutions involved in the same field in Africa, Researching key topics, emerging issues and national initiatives related to solar energy development in West African Countries, • Supporting in organizing and convening of expert meetings and regional workshops, • Any other responsibility as directed by IDG/DG from time to time 	Rs. 50,000/-

Duration / other terms and conditions:

1. The ISA reserves the right to accept or reject in part or in full any or all the responses without assigning any reasons whatsoever.
2. The engagement of the above position is of a temporary (Non-Official) nature and can be withdrawn at any time within the period mentioned above without assigning any reason or prior notice and shall not bestow any claim or right for seeking regular employment in the ISA.
3. No other allowance or facilities like HRA, medical, accommodation, etc., will be permissible. No TA / DA will be provided for attending the interview / joining the post upon selection.
4. Other terms and conditions will be as stipulated in the engagement offer as and when issued.

How to apply:

The aspirants may bring with them all original certificates for verification and 01 set of photocopies in support of Age, Qualification, Experience, 1 passport size photograph to be enclosed with the application form to appear the Walk-In Interview on 8th June (10:00 AM).

Aspirants must report to the venue before one hour from time of interview.

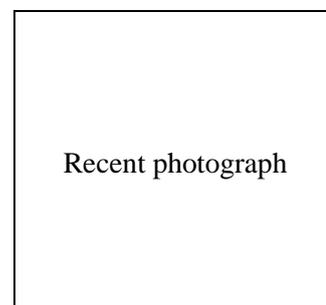
Selection Process:

The selection shall be made on the basis of Interview.

Venue:

Secretariat of International Solar Alliance,
3rd Floor, Surya Bhawan, National Institute of Solar Energy
Gwal Pahari, Gurugram-Faridabad Road,
Gurugram – 122003 (Haryana).
Tel. No.: 0124-2853074

APPLICATION FORMAT FOR WALKIN INTERVIEW IN THE INTERNATIONAL SOLAR ALLIANCE (ISA) PURELY ON SHORT-TERM CONTRACT BASIS



NAME OF THE POSITION APPLIED FOR “ _____ ” IN ISA, GURUGRAM

1.	Name				
2.	Father's Name				
3.	Date of Birth (DD/MM/YY)				
4.	Nationality				
5.	At present post held & date from which held				
(a)					
(b)	Name of the office/Organisation where employed				
(c)	Pay as on date				
6.	Mailing Address				
7.	Telephone / Mobile No.				
	e-mail address				
8.	Permanent address				
9.	Educational Qualification:				
SI	Course	Subject	University/Institute	Year of Passing	Division/Class

10. Work Experience (can attach a separate sheet)

SI	Organization/Institute	Period		Nature of Work	Remarks
		From	To		

11. References (i)

(ii)

(SIGNATURE OF THE CANDIDATE)

Place:

Date:

Details of Enclosures: