

OFFICE OF THE SECRETARY
A.P. SOCIAL WELFARE RESIDENTIAL EDUCATIONAL INSTITUTIONS SOCIETY::
HYDERABAD

The APSWREI Society is inviting applications from middle level consultants and young professionals to assist the Secretary, APSWREIS & GURUKULAM in the following subjects.

A. ADMINISTRATIVE MATTERS:

1. Legal and Disciplinary cases consultant:
2. Information Technology (I.T.) Consultant:
3. Health consultant:
4. Media Consultant:
5. Diet quality & student facilities consultant:
6. Soft skills:
7. Plantation development:
8. Special arts (like sand art):

B. ACADEMIC MATTERS:

9. Examinations Consultant:
10. Co-Curricular & Extra-Curricular activities consultant:
11. Games & Sports consultant:
12. Academic Inspections consultant:
13. Academic Training & new initiatives consultant:
14. Career counseling consultant:
15. Psychiatric consultant:

B. FINANCIAL MATTERS:

16. Audit / Accounts Consultant:

Qualification criteria:

For middle level consultants:

1. Professional with middle level experience in relevant sector/function.
2. Education: graduate / post graduate in the required discipline
3. Essential Experience: 6 to 12 years at middle management level from reputed(national/state) institutions
4. Required experience: 3 - 4 years of independent consultancy experience is preferable

For young professionals:

1. Young professional with experience in relevant sector/function
2. Education: graduate/post graduate of required discipline
3. Experience: 3 to 5 years at entry management level from reputed (national/state) institutions

Terms of reference:

1. to assist the secretary APSWREIS & GURUKULAM in strategic and operational planning
2. to build the capacity of the departmental functionaries across the operational value chain.
3. to provide necessary technical assistance in implementation of various activities
4. to monitor and evaluate various mission related activities assigned to them from time to time

Duration of the contract:

For a period not exceeding 9 months from the date of engagement

Remuneration:

Negotiable based on qualifications and experience and as per the government orders on the subject.

Other terms & conditions:

1. The last date for submission of applications is 05.09.2016.
2. The applicants should enclose relevant certificates and proof of qualification and experience along with the application.
3. The candidates selected as consultants should be willing to work at any place as decided by the Secretary, APSWREI Society.
4. The filled applications with enclosures should be submitted to **“The Secretary, APSWREI Society, DSS Bhavan, Masab Tank, Hyderabad – 28 “** on or before 05-09-2016

**APPLICATION FOR THE POST OF CONSULTANT IN A.P.S.W.R.E.I.SOCIETY,
AMARAVATI**

APPLICATION FORCONSULTANT

1. Name of the Candidate	
2. Father/Husband's Name	
3. Date of Birth & date of superannuation(if applicable).	
4. Educational Qualifications (with specialization if any)	
5. Post Hold at the time of retirement (in case of ret'd officers)	
6. Organization / Department	
7. important assignments held	
8. important achievements	
9. Experience if any in Educational(preferably residential) system	
10. Approach and methodology proposed to be adopted by you as consultant in your area of expertise:	
11. Willingness to go to field visits	
12. Native District	
13. Present Address	

14. E.mail I.D.	
15. Contact No.	
16. Other info if any:	

** Note : Details of experience, achievements, etc should be attached in additional sheet along with Application.

Signature of the Applicant,

Station:

Date: