

IIIDEM

ELECTION COMMISSION OF INDIA

Nityachon Sadan, Ashoka Road, New Delhi-110001

No. 590/IIIDEM/NLMT/CNT/2018

Dated: 20th September, 2018.

Empanelment of retired IAS/PCS/ECI Officers as NLMTs

In connection with the upcoming general election to the Lok Sabha, the India International Institute of Democracy and Election Management (IIIDEM) of ECI is in process to empanel retired IAS/PCS/Election Officers, who has experience of conducting elections/training in the past, as National Level Master Trainers, for preparatory work like training of officers connected with conduct of elections.

Essential

Having at least five years' experience in Conduct of election/Election training/Training.

Job Profile

The selected NLMTs will be given Refresher Training before they are deployed.

Perks/Remuneration

Remuneration of Rs. 3000/- per day may be given to the NLMT for taking sessions.

Travel & Accommodation

IIIDEM will reimburse travel expenses for the journey performed in connection with IIIDEM's training program. Economy class air fare /AC-II train fare/bus fare may be reimbursed to them on production of original bills.

The basic course material will be provided by IIIDEM.

The boarding and lodging will be provided by CEO concerned. If they are called to train people in Delhi, the CEO will make necessary arrangements for their boarding and lodging in the respective Bhavans.

Job Description

The NLMTs are required to take sessions as per the schedule of the training. As there may be simultaneous batches across the States, the NLMT may be deputed to take sessions in another training hall of the same venue or different venue of the same location or different location in the same State or to another State. They will also have to evaluate candidates, setting up question papers and checking answer sheets.

Each NLMT has to select at least 3 subjects on which he shall provide training. IIIDEM shall arrange for Content & Process (TTF) training and process training of the NLMTs before their deployment for the training program.

Period of Empanelment

The initial empanelment is for a period of one year, which may further extend on the approval of the Commission.

Last Date for filing Application

The CV, in enclosed format, may be forwarded to the Chief Electoral Officer, till **30.09.2018** or Apply online on iiidem@eci.gov.in **17-10-2018, UP to 5.00 PM**

Terms & Condition

The Commission reserves the right to withdraw the circular/cancel the appointment process at any time without assigning any reason.

**Application for the post of National Level Master Trainer (NLMT) on contract basis in
IIIDEM, Election Commission of India, Nirvachan Sadan, Ashoka Road, New Delhi.**

1. Name
2. Date of Birth
3. Sex
4. Address and Contact detail (Mobile No. and email id)
5. Educational Qualification
6. Date of Retirement
7. Last post held with place of posting
8. Name of Ministry / Department from which retired
9. Details of work experience in relevant field i.e. in Conduct of Election/Election
Training/Training (in chronological order)
10. Health Status
11. Proficiency in Language (Read/Write)

Declaration: - I hereby declare that the particular 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 ineligibility being detected at any time before or after selection/interaction, my candidature is liable to be rejected and I shall be bound by the decision of the IIIDEM. I have read this circular and ready to accept all the terms and condition for engagement of NLMTs.

Signature
(Full Name of the applicant)

Place:

Date:

Category	Subjects
1	Qualifications, disqualifications, nomination, scrutiny, withdrawal, and allotment of symbol
2	EVM & VVPAT Counting and Declaration of Results
3	District Election Management Plan, Vulnerability Mapping,
4	Polling Party and Poll day arrangements, SVEEP, AMF
5	Model Code of Conduct, Expenditure Monitoring,
6	Paid News, MCMC
7	SVEEP
8	ETPBS and Postal Ballots, IT applications like Suvidha, Sugam and Samadhan.