

Job Code: IEG/Admin/CO/Estab-IV/67/40

March 25, 2025

Advertisement for the position of Field Investigator in the Population Research Centre at the Institute.

The Institute of Economic Growth (IEG), an autonomous research and training Institution established in 1952, conducts research in several areas of Economics, Sociology, and Demography. The IEG invites online applications for the following position on regular basis in the Population Research Centre at the Institute:

Sl. No.	Name of the Post	No. of Post	Category	Pay Level as per 7th CPC
1.	Field Investigator	1	UR	Pay Matrix Level-7 plus usual allowances admissible from time to time at the Institute.

Age Limit: 35 years

The essential qualification and all other details for the post are given below: -

- i) The candidate should have good academic record, with at least second class Post Graduate Degree in Demography/Population Studies/Statistics/Economics/Mathematics/ Operational Research/ Psychology/ Sociology/Anthropology/Geography/Social Work/Development Studies/Public Health from a recognized Institute/University.
- ii) **Knowledge in Computer Applications:** Knowledge of quantitative techniques and experience in using computer software such as **STATA/SPSS/R/EVIEWS** is desired. Knowledge of large- scale datasets like NFHS, LASI, Census, NSSO, etc. is preferred.
- iii) Strong knowledge and experience of Health Management Information System (HMIS).
- iv) **Work Experience:** Preference will be given to candidates with relevant experience in collection/analysis of data/conducting of field surveys and having work experience in the programme evaluation of the National Health Mission, liaising with government stakeholders and experience in scientific Monitoring and Evaluation of Health Policy and Programmes. Experience in conducting qualitative and quantitative research is desirable. Candidates with a strong command in M&E report writing are encouraged to apply.

Roles and responsibilities:

- Conducting routine M&E activities
- Mandatory Field work in different parts of India
- Report writing and Data analysis
- Conducting Primary and secondary data-based research

Please note that the selected candidate has to go for field work in different parts of India. It is mandatory.

General Instructions for Candidates

1.	Application forms have to be filled out in online mode as available on the Institute's website, i.e., www.iegindia.org under the "Career" web link along with the instate advertisement.
2.	<p>After submission of online application, applicants will be required to take printout of the online application. A hard copy of the online application along with self-attested required documents must reach to the Institute of Economic Growth at the following address (preferably by Registered/Speed Post):</p> <p>Administrative Officer Room No.13, Ground Floor Institute of Economic Growth, University of Delhi Enclave, North Campus, Delhi – 110 007</p> <p>Important Dates: -</p> <p>Commencement of online application for all post: March 25, 2025</p> <p>Last date to apply online: April 24, 2025</p> <p>The Last date of receiving the hard copy of application form: May 10, 2025</p> <p>Note: The name of the post must be mentioned on the top of the envelope.</p> <p>While submission of hard copy all applicants must ensure that an indexing of all documents has been done appropriately along with pagination so that Screening process must be carried out, wherever required. All documents and pagination be done in the order of essential eligibility criteria. In case of non-compliance with the same, such application will not be taken up for the screening process and candidature of the concerned applicant will be treated as rejected without assigning any reason thereof.</p>
3.	The hard copy of applications received after the due date shall not be considered and will summarily be rejected. The Institute shall not be responsible for postal delay, if any.
4.	The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for the interview. Where the number of applications received in response to an advertisement is large and it is not feasible or convenient to interview all the candidates, the IEG at its discretion, may restrict the number of candidates to a reasonable limit on the basis of qualifications / experience higher than the minimum prescribed for the post. The Institute, however, prefers candidate possessing higher qualifications and experience.
5.	The dates of interviews will be notified on the Institute's website and the same will be communicated through email (as provided in the application form) to the shortlisted candidates only. Any change of correspondence address/ email/ phone from the one given in

	the application form should at once be communicated to the IEG. All kind of communication may be made at the email provided by the applicants.
(i)	Candidates are advised to visit the Institute's website at regular intervals for the updates.
(ii)	The process of selection may be by an interview or a combination thereof if needed as per requirement.
(iii)	The Institute shall process the applications entirely on the basis of information/ documents submitted by the candidates. In case the information/documents are found to be false/ incorrect by way of omission or commission, the responsibility and liability shall lie solely with the candidate.
6.	All appointments shall be made provisionally subject to verification of certificates. The Institute shall verify the documents and antecedents of the applicant at the time of interview/joining or at any stage during the period of service. In case, it is found at any point of time that any document / information submitted by the applicant is false or the applicant has suppressed/concealed any relevant information, the services of the selected applicant shall be terminated forthwith without assigning any reason. In case of any dispute, any suite or legal proceedings against the Institute and production of false information by the applicant, the Institute may also initiate appropriate action according to the Bharatiya Nyaya Sanhita,
7.	Before applying for a post, applicants are advised to go through the advertisement carefully and satisfy themselves about their eligibility. No enquiry in this regard will be entertained.
8.	Reservation for the SC/ST/OBC (non-creamy layer)/PwBD/EWS applicants wherever applicable will be as per the UGC/ Government of India guidelines/instructions. Applicants seeking reservation benefits available for SC/ST/OBC (non-creamy layer)/PwBD/EWS categories must upload the necessary documents justifying the claim of respective reservation as per UGC/Govt. of India. The certificate uploaded should be in the format prescribed by the Govt. of India. PWD candidates suffering from not less than 40% of the relevant disability shall only be eligible for the benefit of PWD. Other Backward Classes (OBC-NCL) for the purpose of employment under the Institute shall be the Castes, as notified by the Government of India of Delhi from time to time. Candidate must ensure that they are having valid latest OBC Non-Creamy Layer Certificate issued from the Competent Authority of Govt. of India for the current financial year i.e. 2023-2024 and upload a copy of same with the application form. Candidates are also requested to ensure that they are covered under OBC Non-Creamy Layer as applicable and notified by under the Govt. of India over till the final conclusion of recruitment process. The applicants must be having the valid OBC Non-creamy layer certificate as applicate to the state of Govt. of India till the time of conclusion of entire recruitment process.
9.	Mere fulfilment of the qualification or the eligibility criteria does not entitle an applicant to be necessarily considered or called for interview.
10.	Candidates working in Government/Autonomous Bodies/Universities/ Institutions of repute must send the hard copy of the application through the proper channel and submit 'No

	Objection Certificate' on the prescribed proforma from the employer, at the time of interview. The salary of the candidate working in the Pay Scale will be protected, if selected.
11.	Any addendum/ corrigendum of this advertisement, if any, shall be posted on our Institute website only. No separate communication, whatsoever shall be sent separately to any of the candidates. All aspiring candidates may please visit the Institute website time to time and also check their email.
12.	The Institute reserves the right to revise/reschedule/cancel/suspend/withdraw the recruitment process in part or full without assigning any reason. The decision of the Institute shall be final and no appeal in this regard shall be entertained.
13.	In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issuing an appointment letter, the Institute reserves the right to modify/withdraw/cancel any communication made to the applicant in this regard.
14.	The Institute may verify the authenticity of all certificate/documents at the time of appointment or any time during the tenure of the service. In case it is found that the documents/information submitted by the candidate is false or the candidate has suppressed relevant information, the services of the candidate shall be terminated without prejudice to any other action initiated by the Institute.
15.	The post advertised is tentative. The Institute reserves the right to increase or decrease or cancel the number of posts.
16.	In case of any enquiry regarding submission of online application, please send your queries to the diroffice@iegindia.org with a copy to sibasankar@iegindia.org .
17.	Candidates residing in foreign country shall only be communicated through valid email id as provided by the applicant.

DIRECTOR