

Vanijya Bhawan, New Delhi.
Dated 28th November 2025.

**ADVERTISEMENT FOR ENGAGEMENT OF INDEPENDENT CONSULTANTS IN
DEPARTMENT OF COMMERCE, NEW DELHI.**

The Department of Commerce (DoC) formulates, implements and monitors the Foreign Trade Policies (FTPs) which provides the basic framework of policy and strategy to be followed for promoting trade with different countries and regions of the world. The Trade Policy is periodically reviewed to incorporate change necessary to take care of emerging economic scenarios both in the domestic and international economy. Besides, the Department is also entrusted with responsibilities relating to multilateral and bilateral commercial relations, special Economic Zones, export promotion and trade facilitation, and development and regulation of certain export oriented industries and commodities. For its various Divisions, the Department of Commerce proposes to engage Independent Consultants at different positions as per DoC's Guidelines dated 21.11.2025 on this matter.

2. Applicants with following educational qualifications and work experience would be considered for engagement: -

Essential Education Qualification:

Discipline	Education Qualification*
Economics	Masters in Economics (preferably with International Trade)
Legal	LLM / LLB and PG Diploma in any legal subject
Public Policy	Master's in Public Policy/ International Affairs/ International Trade.
General Management*	Master's in Business Administration (MBA) or equivalent from an institution having NIRF ranking up to 100 in Management category as per the latest ranking / Masters in Public Policy / International Affairs / International Trade.
Data Science	B.Tech/B.E. in any discipline/ M.C.A./Masters in Data Science or Data Analytics or Computational Mathematics.

*Masters in Construction Management from National Institute for Construction Management and Research (NICMAR) will be considered equivalent to MBA from an institution having NIRF ranking up to 100 in Management category as per the latest ranking.

*For the candidates having degrees from universities/institutes from outside India, Times/QS ranking of such universities/institutes will be taken into account.

Experience, Age and remuneration:

Position	Upper Age Limit (as on date of Advertisement)	Work Experience Years*	Relevant experience (No. of years)
Young Professional	35 years	Minimum 1year	0
Associate	45 years	Minimum 3 years	1
Consultant	50 years	Minimum 8 years	3
Senior Consultant	65 years	15 years and above	5

* Ph.D. degree shall count for professional work experience upto 3 years. Provided, no work experience is counted during those three years.

3. Total No. of Vacancies – To be announced later.

4. Shortlisting of Applications and Call for Interviews: Out of all the applications received only three times the number of vacancies (to be decided later) in a specific stream/ position would be call for Interview Round. The shortlisting will be done on the basis of latest NIRF ranking of the college from where the applicant has completed the minimum required educational qualification degree / academic performance / work experience.

5. General terms and conditions of engagement:

i. The monthly remuneration will be as per guidelines of the Department (minus Professional Tax/TDS as applicable) respectively, subject to periodic completion of work certified by the controlling Officer. They will not be entitled for any other allowance or facility in additional to the consolidated fee.

ii. The engagement as Young Professional shall be initially for a period of two years which may be extended for one more year only. After third year no further extension will be permissible under any circumstances. The engagement will be purely on a temporary basis.

iii. The Individual Independent Consultant shall be solely responsible for taking out and for maintaining adequate insurance required to meet any of its obligations under the Contract, as well as for arranging, at the individual's sole expense, such life, health and other forms of insurance as the individual may consider to be appropriate to cover the period during which the individual provides services under the Contract.

iv. The engagement is subject to verification of documents related to education qualification and experience. If any information / documents submitted by Individual Consultant are found false/wrong at any stage, his/her engagement will be terminated immediately and the appropriate action will be taken against him/her as per rules.

v. Working Hours shall normally be from 9:00 AM to 5:30 PM during working days including half an hour lunch break in between. However, in exigencies of work, Individual Consultant may be required to sit late and may be called on Saturday/Sunday and other holidays also.

vi. He / She will be eligible for 1.5 days leave for each completed month during the period of one year, subject to the prior written approval of the controlling Officer. Unavailed leave cannot be carried forward to the next year. Further, leave up to one month can be considered without remuneration with the prior approval of controlling Officer. However, in exceptional cases like need for professional development, training etc. this condition may be relaxed with the approval of Commerce Secretary, subject to official exigencies. Apart from this, the women individual consultants may be eligible for maternity leave as per the Maternity Benefit (Amendment) Act, 2017 issued by Ministry of Labour & Employment vide

letter No.S-36017/03/2015-SS-I dated 12th April, 2017.

vii. He / She will be governed by the Official Secrets Act, 1923, as amended from time to time and will not disclose to any unauthorized person(s) any information/data that come to their notice during the period of their engagement with this Department. All such information/records/papers/software/emails etc. will be the property of Government.

viii. He / She shall not represent them or otherwise make public with the intent to make a commercial advantage of their engagement with Department of Commerce. He/she shall not, in any manner whatsoever, use the name, emblem or official seal of the Government of India or Department of Commerce or any abbreviation of the name of DoC, in connection with business or otherwise without the prior written permission of the competent authority of DoC.

ix. He / She shall be expected to conduct him/her in accordance with the rules and regulations of the Government of India. He/she will be expected to demonstrate high moral character, integrity, secrecy of office and dedication to work while discharging his/her duties. In case his/her services are not found satisfactory or found to be in conflict with the interest to the DoC /Government of India, his/her services will be terminated forthwith, without any notice period or compensation.

x. In the unfortunate event of the death, injury or illness while serving DoC, individual independent consultant concerned or the next of kin shall not be entitled to any compensation or appointment.

xi. He / She will be required to submit a police verification report from their concerned police station and also submit a medical-cum-fitness certificate issued by any authorized Medical Practitioner prior to engagement.

xii. The engagement can be terminated at any time by the Department by giving 30 days' notice or pay in lieu thereof without giving any justification. Similarly, Young Professional may also disengage after giving notice for a similar period.

xiii. The period of engagement would commence from the date of joining at DoC.

xiv. The period of engagement will not confer any claim or right for subsequent engagement/employment with DoC or any other Government Department at a later date.

xv. The Department reserves the right to terminate engagement at any stage in event of a serious failure to perform the task assigned or of failure to observe any standards of conduct.

xvi. He / She may be required to travel to any place in India. While on tour, TA/DA will be admissible as this Department's Guidelines dated on this matter.

xvii. He / She will be required to submit a Non-Disclosure Agreement & Non-compete Agreement with cooling-off period on the date of joining.

Interested and eligible candidates may apply online through the following link <http://www.commerce.gov.in> -> Engagement of ICs -> Link for Online application (<https://apps.commerce.gov.in/recruitment/>) from **01.12.2025** to **10.12.2025**. No hard copy is required to be sent. For any further query, candidates may approach this office at recruitment-e2@gov.in.

Sd/-

Under Secretary to the Government of India

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