

**Government of India
Ministry of External Affairs
Foreign Service Institute**

20.09.2019

Advertisement for faculty at Foreign Service Institute, New Delhi.

Applications in the prescribed proforma (as per Annexure I to the advertisement) are invited from eligible candidates for filling up two (2) faculty posts at Foreign Service Institute in the Ministry of External Affairs, New Delhi, as per details given below:

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| 1. | Name of the Post | Faculty at Foreign Service Institute, New Delhi |
| 2. | Period of Contract | 1 year. The contract could be extended further depending on assessment of performance and mutual willingness. The contract can be terminated by either side at any time, by giving one month's prior notice. |
| 3. | Nature of Duties | <ul style="list-style-type: none">• Functioning as Course Coordinator• Delivering lectures as part of the various training programmes at FSI.• Developing and modifying training curriculum for various training programs at FSI.• Preparation of policy and research papers.• Carrying out other tasks assigned by Dean. |
| 4. | Job Location | Foreign Service Institute, Ministry of External Affairs, Baba Gang Nath Marg, Opp. Kendriya Vidyalaya Old JNU Campus, New Delhi-110067. |
| 5. | Qualifications/ Essential Criteria | <ul style="list-style-type: none">• Applicant should be an Indian National• Applicants for the above positions must have Ph.D degree in International Relations/Political Science/History/Management/Economics/International Law or related fields from a recognised University.• Applicant should have minimum 10 years of experience in teaching or conducting research. |

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| 6. | Desirable Criteria | <p>a) Previous experience of handling issues relating to International Cooperation/ Foreign Trade in Government of India.</p> <p>b) Knowledge of Foreign Languages, if any.</p> <p>c) Experience of work in a reputed university, publication, think-tank or research organisation in the area of foreign policy or international affairs.</p> |
| 7. | Age Limit | <ul style="list-style-type: none"> • 65 years as on 31.10.2019 |
| 8. | Remuneration & Entitlements | <ul style="list-style-type: none"> • The remuneration package will be commensurate with a Director level officer in the Government of India – Rs. 1,72,600/- (fixed). • The employment will be strictly contractual, and will not confer any other benefits to the selected candidates. • In case the faculty are required to travel domestically the Ministry will take care of their travel, accommodation and per-diem cost, at par with a Director in the Ministry. • Selected candidate will be required to enter into a contract with the Ministry in a prescribed format w.e.f. from the actual date of appointment. |
| 9. | How to apply | <ul style="list-style-type: none"> • Interested applicants may submit application as per proforma at Annexure I. • The envelope containing the applicant's details as mentioned above should be clearly labelled "Application for the post of faculty at Foreign Service Institute, 2019" and addressed to: <p style="margin-left: 20px;"> Ms. Soumya Nair Deputy Secretary (FSI) Room No. 001 Foreign Service Institute Ministry of External Affairs Baba Gang Nath Marg New Delhi 110 067 Tel.: 26170248 e-mail: usfsi@mea.gov.in </p> |

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| | | <ul style="list-style-type: none">• The application should include a detailed bio-data listing the educational qualifications of the candidate, areas of expertise, details of publications in peer reviewed journals (if any), any prior work experience, self-attested copies of educational certificates and mark-sheets (from under-graduate level onwards).• References from past employers may be included, but are not mandatory.• The application should include the contact details of the candidate, including residential address, email ID and landline and mobile numbers.• Ministry of External Affairs will review the applications and shortlist candidates. The short-listed candidates will be called for an interview in the Ministry.• The date, time and venue of the interview will be conveyed in the Interview call letter/intimation.• Candidates will be required to make their own arrangements to reach the place of interview.• No TA/DA will be payable by the Ministry to attend the interview.• The decision of the Ministry of External Affairs, Government of India on selection of candidates will be final and no correspondence on this subject will be entertained. |
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The last date for receiving applications is 31.10.2019. Applications received after the closing date or without the prescribed documents or otherwise found incomplete or not in the prescribed proforma are liable to be rejected.

APPLICATION PROFORMA FOR FACULTY
MINISTRY OF EXTERNAL AFFAIRS, NEW DELHI

Paste your
passport size
photo here

1. Name :

2. Date of Birth :

3. Gender :

4. Educational Qualifications:

5. Mobile No. :

6. Email ID :

7. Details of employment in chronological order, if applicable. (*Enclose a separate sheet, if space below is insufficient*)

| Department/ Institution/ Organisation | Post held | From | To | Emoluments | Nature of duties performed |
|---|-----------|------|----|------------|----------------------------------|
| | | | | | |
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8. Details of courses/ training programmes attended, if any:

9. Details of publication, if any :

10. Languages known :

11. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if need be.

12. Remarks :

(Signature of candidate)

Address:

Date: