

F.No. A 12024/2/2024-ADMINISTRATION-HQ BPRD
Government of India
Ministry of Home Affairs
Bureau of Police Research & Development

NH-48, Mahipalpur
New Delhi-37
Date: 02.01.2025

ADDENDUM

With reference to Advertisement, dated 27.12.2024 (copy enclosed) for engagement of Young Professionals in BPR&D on contractual basis, the number of posts against some categories have been increased and the same may be read as follows:

| Sl.No. | Name of the posts | No. of posts advertised earlier | Revised number of posts |
|--------|---|---------------------------------|-------------------------|
| 1 | Young Professional/Consultant Gr-I (Law/Legal) | 01 | 02 |
| 2 | Young Professional Consultant Gr-I/ (Research) | 01 | 03 |
| 3 | Young Professional Consultant Gr-I (Training-Planning & Policy) | 01 | 02 |


(Deepak Israni)
SP (Estt.)

No. 15/07/2021-Contr./Estt.
Government of India
Ministry of Home Affairs
Bureau of Police Research & Development

NH-48, Mahipalpur,
New Delhi – 110037.
Date: December 27, 2024

//Office Memorandum//

The Bureau of Police Research & Development (BPR&D) intends to engage **Young Professional/Consultant (Gr-I) in the following fields** purely on **contractual basis**. The Competent Authority reserves the right for any amendment, cancellation and change in this advertisement in whole or part thereof without assigning any reason.

| | | |
|------------|------------------------------|---|
| 1.A | Name of position | Young Professional /Consultant (Gr-I) (Law/Legal) |
| B | Number of positions | 01 |
| C | Qualifications & Experiences | Essential: (i) Integrated Law Graduates/ LLB from a recognized university/ institute required by Bar Council of India. (ii) Qualified to be registered as an Advocate in any State Bar Council in India in terms of Advocates Act, 1961. Desirable: (i) Master's Degree in above fields (ii) 2-5 Years experience in judicial or legal work, in Supreme Court, High Court or any other Court, Government or a Regulatory Body. |
| D | Job Description | Knowledge of drafting legal petitions/ replies Conversant with procedure to be followed in filing cases and follow up in CAT, High Courts and Supreme Court of India Well versed with CCS, BNS, BSA, Civil Procedure Code Rules. Preference will be given to candidates having experience of working with Government. Any other tasks assigned by BPR&D in the related domain |
| E | Place of Posting | BPR&D Hqrs, New Delhi |

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| 2.A. | Name of position | Young Professional/Consultant (Gr-I) (Publication Section BPR&D Bulletin & Journals) |
| B | Number of positions | 01 |
| C | Qualifications & Experiences | <p>Essential:</p> <p>(i) Bachelor's degree from a recognised University;</p> <p>(ii) With demonstrable skill in creative writing in English;</p> <p>(iii) Proficiency in Editing, Proof Reading, Indexing and Writing of Editorials etc.</p> <p>(iv) Proficiency in computers, i.e. MS Office including MS Word, MS Power Point, MS Excel etc.</p> <p>Desirable:</p> <p>(i) 2-5 Years experience in Editing, Proof Reading, Indexing and Writing of Editorials etc.</p> <p>(ii) Exposure/ Experience with Police or Govt. Organization.</p> |
| D | Job Description | <p>(i) Research and Content Creation on topics related to policing (for Journals and Publications) for BPR&D work and activities</p> <p>(ii) Reviewing manuscripts/articles/content/handbook/ journals etc submitted to BPR&D for projects</p> <p>(iii) Structural (substantive) editing including paraphrasing.</p> <p>(iv) Editing of articles including grammatical error.</p> <p>(v) Checking finalization of dummies before printing/ mass production.</p> <p>Any other tasks assigned by BPR&D in the related domain</p> |
| E | Place of Posting | BPR&D Headquarters, New Delhi. |

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|-------------|------------------------------|--|
| 3.A. | Name of position | Young Professional/Consultant (Gr-I) (Social Media Desk) |
| B | Number of positions | 01 |
| C | Qualifications & Experiences | <p><u>Essential:</u></p> <p>(i) Bachelor's Degree from any recognized University with good command over English and Hindi;</p> <p>(ii) Experience of content creation/ writing;</p> <p>(iii) Well-versed with latest social media platforms & their analysis and relevant tools for Social Media analysis</p> <p>(iv) Possessing good communication skills</p> <p><u>Desirable:</u></p> <p>(i) 2-5 Years experience of Content Creation/Writing</p> <p>(ii) Exposure/ Experience with Police or Govt. Organization</p> |
| D | Job Description | <p>i. Work related to analysis of Social Media handles</p> <p>ii. Media publicity of BPR&D and publicity of the events</p> <p>iii. Any other task(s) assigned by BPR&D in the related domain</p> |
| E | Place of Posting | BPR&D Headquarters, New Delhi. |

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| 4.A. | Name of position | Young Professional/Consultant (Gr-I) (Research) |
| B | Number of positions | 01 |
| C | Educational qualifications Experiences | <p><u>Essential:</u></p> <p>Bachelor's degree in Criminology/ Police Administration/ Forensic Science/ Sociology/ Forensic / Psychology/ Law.</p> |

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| | | <p><u>Desirable:</u></p> <ol style="list-style-type: none"> I. Master's Degree in Criminology/ Police Administration/ Forensic Science/ Law/ Forensic Psychology/ Law. II. 2-5 Years Experience in the above field III. Knowledge of Research Methodology and different methods of data collection in empirical and non-empirical research studies. IV. Proficiency in M.S. Office including MS Word, Power Point & Excel. V. Good Command over English & Hindi Language. |
| D | Job description | <ol style="list-style-type: none"> I. Monitoring the progress of research studies undertaken in the year 2025-26 II. Identifying potential Research Institutes for collaboration III. Planning budget, processing payments to research institutes/organizations IV. Maintaining database of research done by other Domestic/International Research Organizations in selected themes V. Preparation of synopsis of research studies VI. Processing matters in accordance with mandate of tasks assigned by BPR&D/MHA VII. Any other tasks assigned by BPR&D in related domain |
| E | Place of Posting | BPR&D Headquarters, New Delhi. |

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| 5.A. | Name of position | Young Professional/Consultant (Gr-I) (Correctional Administration) |
| B | Number of positions | 01 |
| C | Educational qualifications Experiences | <p><u>Essential:</u></p> <p>Master's degree in Criminology/ Police Administration / Sociology / Psychology /LLB/ Forensic Science</p> |

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| | | <p><u>Desirable:</u></p> <ul style="list-style-type: none"> i. Ph.D in above or related field of Correctional Administration ii. 2-5 Years experience in above field iii. Proficiency in M.S. Office including MS Word, Power Point & Excel. iv. Good Command on English & Hindi Language. |
| D | Job description | <ul style="list-style-type: none"> I. Developing a Road Map for Standardization and Accreditation of Prison Officers Training Institutes in India II. Exploring the existing literature on the subject and taking inputs from best practices of global level for achievement of tasks. III. Coordinating and liasioning with various stakeholders |
| E | Place of Posting | BPR&D Headquarters, New Delhi. |

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| 6.A. | Name of position | Young Professional/Consultant (Gr-I) (Technical) |
| B | Number of positions | 01 |
| C | Qualifications & Experiences | <p><u>Essential:</u></p> <p>Bachelor's in Artificial Intelligence or Machine Learning</p> <p><u>Desirable:</u></p> <ul style="list-style-type: none"> I. Master's Degree in Computer Applications II. 2-5 Years Experience in Computer Applications |
| D | Job Description | <p>1. Monitoring and Maintenance:</p> <ul style="list-style-type: none"> i. Regularly monitor the applications like TMIS/e- Ustad/Ranking of PTIs/National Training Portal ii. Perform routine maintenance to prevent breakdowns and address any technical issues promptly. |

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| | | <p>2. Security Management:</p> <ul style="list-style-type: none"> i. Conduct periodic security audits to ensure the applications are secure from potential threats. ii. Implement necessary security measures and updates to protect the applications and their data. <p>3. Continuous Improvement:</p> <ul style="list-style-type: none"> i. Identify areas for improvement within the applications and implement necessary changes. ii. Work with stakeholders to gather feedback and make user-centric enhancements. <p>4. Training and Support:</p> <ul style="list-style-type: none"> i. Provide training to non-technical officials to ensure they can use the applications effectively. ii. Offer technical support to users and resolve any issues they may encounter. iii. Any other tasks assigned by BPR&D in the |
| E | Place of Posting | BPR&D Hqrs, New Delhi |

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| 7.A. | Name of position | Young Professional/Consultant (Gr-I) (Training-Planning & Policy) |
| B | Number of positions | 01 |
| C | Qualifications & Experiences | <p><u>Essential:</u></p> <p>Master's Degree in any subject</p> <p><u>Desirable:</u></p> <ul style="list-style-type: none"> I. 2-5 Years experience in planning and policy formulation on Trainings II. Proficiency in Hindi and English Language |

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| D | Job Description | <p>I. Planning & Monitoring: Training courses of Police Training Institutes</p> <p>II.Coordination with Police Training Institutes: Ensuring timely disposal of the training budget</p> <p>III.Developing new courses, improvising the training courses.</p> <p>IV.Any other tasks assigned by BPR&D in the related domain</p> |
| E | Place of Posting | BPR&D Hqrs, New Delhi |

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|------|------------------------------|---|
| 8.A. | Name of position | Young Professional/Consultant (Gr-I) (Data Analyst/Statistics/Drafting) |
| B | Number of positions | 01 |
| C | Qualifications & Experiences | <p>Essential:</p> <p>Bachelor's Degree in fields like, Computer Science/IT/Data Science/ Electronics Engineering/Statistics or other related disciplines.</p> <p>Desirable:</p> <p>I. Master's Degree in above field</p> <p>II. 2-5 Years experience in relevant field</p> <p>III. Good Command over English Language</p> |
| D | Job Description | <p>The Young Professional would be required to deliver the services in Data Science and Statistics related tasks as assigned by the Authorities.</p> <p>Studying existing open source literature on electronics, traffic & transport, ballistic, weapons and life science and provding inputs.</p> <p>Any other tasks assigned by BPR&D in the related domain</p> |
| E | Place of Posting | BPR&D Hqrs, New Delhi |

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|-------------|------------------------------|---|
| 9.A. | Name of position | Young Professional/Consultant (Gr-I) (IT, ICT Applications and Information Security/ Documentation) |
| B | Number of positions | 01 |
| C | Qualifications & Experiences | <p><u>Essential:</u></p> <ul style="list-style-type: none"> i. Bachelor's Degree in fields like, Computer Science/IT/Data Science/ Electronics Engineering/Statistics or other related disciplines. ii. Have command on MS word and MS Excel with command on English Language <p><u>Desirable:</u></p> <ul style="list-style-type: none"> I. Master's Degree in above field II. 2-5 Years experience in above field III. LinuxCertification/CCNA/CISSP/CIS/CISM/ CEH Certification |
| D | Job Description | <ul style="list-style-type: none"> I. The Young Professional should be proficient in Design and Development of web portal and mobile application in Open Source technology/experience in NIC deployed projects/Security/Audit and bug fixing/Data Centre Virtualization, Linux Server/VMs/ Switches, Routers, IP Cameras, NMS, Video Conferencing systems, End point Security & Active Directory Services. II. Any other tasks assigned by BPR&D in the related domain. |
| E | Place of Posting | BPR&D Hqrs, New Delhi |

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| 10.A. | Name of position | Young Professional/Consultant (Gr-I) (MM03+ MM05 Proactive Policing & Communication Technology) |
| B | Number of positions | 01 |
| C | Qualifications & Experiences | <p><u>Essential:</u></p> <ul style="list-style-type: none"> i. Bachelor's Degree in Science/Forensic Science/Maths from a recognized University. |

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| | | <ul style="list-style-type: none"> ii. With Demonstrable skill in creative writing in English. iii. Proficiency in Research and Editing. iv. Well versed with latest technologies. <p>Desirable:</p> <ul style="list-style-type: none"> i. Master Degree from a Police-related college/subject. ii. 2-5 Years experience in above field iii. Exposure/Experience with Police or Govt. Organization. |
| D | Job Description | <ul style="list-style-type: none"> i. Research on proactive policing and tackling of future challenges in modern day policing, police technology, identification of police related project topics ii. Checking, Proofreading and drafting of Project Report/SOP, preparing project briefs iii. Project designing including structure, content and layout iv. Any other tasks assigned by BPR&D in the related domain |
| E | Place of Posting | BPR&D Hqrs, New Delhi |

*** Experience, Age and Remuneration:**

| Sl.No | Name of the position | Experience (in Years) | Upper Age Limit | Remuneration (in Rs.)* |
|-------|---------------------------------------|-----------------------|-----------------|------------------------|
| 1 | Young Professional as Jr. Consultant | 0-3 | 32 Yrs | 70000 |
| 2 | Young Professional as Consultant Gr-I | 3-8 | 45 Yrs | 80000-145000 |

*** Remuneration: will be fixed on the basis of experience, qualification, suitability and aptitude.**

*** Ph.D holders may be considered for relaxation in experience.**

Note:- Educational Qualification/Experience can be relaxed if someone shows exceptional aptitude/ experience of work in that field.

2. **Mode of Engagement:** All the applications received within the stipulated time shall be scrutinized and shortlisted by a **Departmental Screening Committee (SC)**. The shortlisted candidates would then be tested on skill writings/Interview by the Committee. Shortlisted candidates are required to carry original documents at the time of interview. The engagement of the selected candidates shall be subject to satisfactory verification of original documents by the BPR&D.

3. **Duration of Contract:** Initially for the period of 01 year, extendable as per the decision of the Competent Authority

4. **Submission of Applications:** Eligible candidates are required to send scanned copies of completed application form along with self-attested all relevant documents (viz Educational Certificates, Course/ Experience Certificates (if any) and application form) (as required) at email id: **ad.estab@bprd.nic.in**. Subject line of the mail should be as follows: Application for **Young Professional** at the BPR&D: [insert your name], and submit the same. In case, any clarification is required, please write to **ad.estab@bprd.nic.in**, or call **011-26734894** between 09.30 AM to 06.00 PM from Monday to Friday. For all the updates/ future communication, please visit the BPR&D website @ **https://bprd.nic.in**.

5. **Last Date for Receipt of Applications:** The last date for receipt of applications in the BPR&D is **10.01.2025**. The applications received after the due date shall be rejected.

6. **Working Hours/ Leave:** Working hours shall normally be from **9:30 AM to 6:00 PM** during working days including half an hour lunch break in between 1:30 pm to 2:00 pm. However, in case of exigency, the **Young Professional** may be required to sit late and may be called on Saturdays/ Sundays and other holidays also. The **Young Professional** will be eligible for twelve (12) days paid leave during the period of twelve (12) months @ 01 day paid leave for the completed month, subject to the approval of the Controlling/Supervisory Officer.

7. The **Young Professional** 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 may be supplied to them during the period of their stay in the BPR&D. All such documents will be property of the BPR&D.

8. This is NOT an offer for employment in the BPR&D and is solely related to working for a period of 12 months or until further orders whichever event takes place early, purely on contractual basis. This opportunity DOES NOT confirm any right to the **Young Professional** to any position or job in the BPR&D or any preference in employment after the expiry of this contract based hiring of services or anytime in future.

9. The BPR&D reserves its right NOT TO ENGAGE any candidate in response to the advertisement and this is only an invitation to applicants to apply for the position of **Young Professional**.

10. **Police Verification:** Police verification of the **Young Professional** shall be done as per the latest instructions issued by the MHA. In case, an adverse input is received in the course of the police verification, the contract shall cease to exist with immediate effect without any notice.

11. The candidate will be required to make a presentation about how well versed they are, with reference to their domain areas and related matters and how they can contribute towards the same. They will be assessed on a their academic performance and their presentation/skill test.

12. A list of all candidates shall be prepared in the descending order of their scores, with candidates obtaining highest quality index being kept at the top. Selection of candidates will be made on the basis of their scores.

13. **Termination:** The BPR&D can terminate the Contract at any time without prior notice and without providing any reason for it. BPR&D reserves the right to terminate the services of Young Professional at any stage, in the event of a serious failure in the performance of the assigned tasks or in the case of a failure to observe the prescribed standards of conduct as set out by the Government of India. In case, Young Professional is unwilling to work or wishes to leave the BPR&D, one-month prior notice shall be given by the concerned individual before leaving the Bureau.

14. **Audits and Investigations:** Each Invoice paid by BPR&D shall be subject to a post-payment audit by auditors, whether internal or external, of BPR&D or other authorized and qualified agents of BPR&D at any time during the term of the Contract or premature termination of the Contract. BPR&D shall be entitled to a refund from the individual for any amounts shown by such audits to have been paid by BNPR&D other than in accordance with the terms & conditions of the contract.

15. **TA/DA:** In case of official tour undertaken by **Young Professional** with prior approval of the Competent Authority, BPR&D, TA/DA shall be allowed as per the details given below:

| Position | Mode of Journey | Reimbursement of Hotel, Taxi and Food Bills |
|--------------------|--|--|
| Young Professional | Air in Economy Class or by Rail in AC two Tier | Hotel accommodation of up to Rs. 2250/- per day, taxi charges of up to 338/- per day for travel within the city and food bills not exceeding Rs. 900/- per day shall be allowed. |

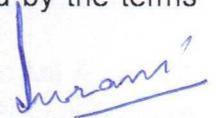
16. **Young Professional** is required to submit a Certificate of Good Health from a recognized physician, prior to commencement of work at the BPR&D.

17. No disclosure shall be made to any person by the **Young Professional** as to the contents of the research work and tentative inferences drawn there from, without the prior approval of the DG, BPR&D.

18. This engagement shall be subject to the applicable laws and regulations of India from time to time.

19. All disputes, if any, arising out of this contract shall be subject to the jurisdiction of the competent courts of Delhi/ New Delhi.

20. The **Young Professional** engaged shall continue to be governed by the terms and conditions as mentioned above.



(Deepak Israni)
Supdt. of Police (Estt.)
ad.estab@bprd.nic.in

Copy to:

1. AD (System), BPR&D- for uploading this OM on BPR&D Website.

Applied For-.....

| | | | | | | |
|----------------|--|------------------------|----------------------------------|----------------------------|--|--------------------------------------|
| 1. | Name in full (in Block letters): (As in Class 10 / High School Certificate): | : | | Photo Self- Attested | | |
| 2. | Father's Name: (As in Class 10 / High School Certificate): | : | | | | |
| 3. | Candidate's Date of Birth: DD/MM/YYYY format only (As in Class 10 / High School Certificate) | : | | | | |
| 4. | Address of Correspondence | : | | | | |
| 5. | Permanent Address | : | | | | |
| 6. | Contact Details | | Mobile No. | : | | |
| | | | Landline No. | : | | |
| | | | Email ID. | : | | |
| 7. (a) | Educational Qualifications in chronological order beginning from SSC (10th Onwards): | | | | | |
| Sl. No. | Name of Examination passed | Year of passing | Name of Board/ University | Subject(s) studied | Division /% of marks obtained (If CGPA Score, put equivalent percentage as per the formula of your Institute) | |
| (i) | | | | | | |
| (ii) | | | | | | |
| 7 (b) | Professional/Technical Qualifications: - | | | | | |
| Sl. No. | Name of the Examination Passed | Year of passing | Details of course | Board/University | Subject(s) Studied | Division /% of marks obtained |

| | | | | | | |
|------|---|-------------------|----|---------------------|---|---|
| | | | | | | (If CGPA Score, put equivalent percentage as per the formula of your Institute) |
| (i) | | | | | | |
| (ii) | | | | | | |
| 8. | Work Experience, in chronological order, starting with the first job: - | | | | | |
| | Name & Address of the employer | Period of Service | | Designation of post | Total length of service Year – month | Nature of work & level of responsibilities |
| | | From | To | | | |
| | | | | | | |
| 9 | PAN No. | | | | | |
| 10 | Aadhar No. | | | | | |
| 11 | Any other relevant information | | | | | |

Declaration & Certificate

I hereby declare and certify that all the statements made in this application are true and correct to the best of my knowledge and belief. If any of the particulars furnished by me are found to be incorrect or suppressed, my candidature is liable to be rejected at any stage during or after the selection process. Further, I understand that this position is purely temporary on contract basis. If it is found, after my engagement at the BPR&D, that the particulars furnished by me are incorrect or suppressed, my services are liable to be terminated without any notice.

Name & Signature of Candidate

Place:

Date:

(Signature of the candidate)