

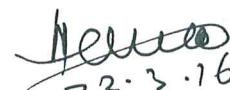
Government of India
Ministry of Home Affairs
O/o the Director General
National Investigation Agency
7th Floor, NDCC-II Building,
Jai Singh Road, New Delhi-110001
Tel: No. 011-23438211; Fax: #91-11-23438235
email: dig1.delhi.nia@gov.in

Invites

**APPLICATIONS/ WILLINGNESS FOR ENGAGEMENT/ EMPANELMENT
FOR ENGAGEMENT OF SCIENTIFIC EXPERTS**

National Investigation Agency (NIA) invites application from reputed individuals/ firms/ agencies for competent Scientific consultants for engagement/ empanelment as Scientific resource persons or consultants who are keen to work in agency on short term contract basis against the following posts initially for a period of 01 year which can be extended further as per mutual consent. They will be engaged on need basis and periodicity of engagement may vary depending upon case to case basis. They will not be entitled to any other allowance like House Rent Allowance, Medical reimbursement, Leave Travel Concession etc. However, they will be entitled to TA/DA as payable to their counterparts in the regular cadre of the NIA or as per the decision of competent authority in NIA. The person so engaged shall not have may right to claim regularisation/ absorption in the organisation after the expiry of period of contract. The total vacancies of Scientific consultants location and rank-wise are as under:

Name of post	Numbers of post & Place of requirement							Fixed monthly remuneration
	Delhi	Lkw	Gwty	Mum	Hyd	Kol	Total	
Technical/ Forensic Psychologist	1	1	1	1	1	-	5	Rs. 60,000/-
Finger Print Expert	-	1	1	1	1	-	4	Rs. 60,000/-
Explosive Expert	-	1	1	1	1	-	4	Rs. 60,000/-
Cyber Forensic Examiner	1			1		1	3	Rs. 60,000/-
Biology Expert	-	1	1	1	1	-	4	Rs. 60,000/-
Crime Scene Assistant	2	1	-	-	-	1	4	Rs. 50,000/-
Photographer	1	1	1	1	1	-	5	Rs. 40,000/-
Total	5	6	5	6	5	2	29	

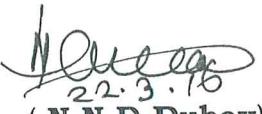

22.3.16

2. The experts having requisite educational qualifications/ expertise and experience of the relevant posts as mentioned in the annexure are eligible for empanelment/ engagement as Scientific Experts. The candidates will be on whole time/ need basis engagement.

3. Deliverables and details of the skills, qualifications and experience for the above posts are available in annexure-I.

4. The application forms can be downloaded from NIA website (www.nia.gov.in). The completed application in the prescribed format along with requisite documents may be sent by Regd/ Speed post to Dy Inspector General (Adm), NIA Hqrs, 7th Floor, NDCC-II Building, Jai Singh Road, New Delhi-110001. The last date of receipt of applications is 25.04.2016.

5. Incomplete and application received after last date will be summarily rejected. Only short listed candidates would be called for interview.



22.3.16
(N N D Dubey)

Deputy Inspector General (Adm)
NIA Hqrs New Delhi

1. Copy to all NIA Branches
2. SP (IT) NIA Hqrs New Delhi

Copy forwarded to NIA IT Division for publishing the EOI through
Government procurement portal- www.epocure.gov.in and also in NIA website.

Detailed scope of work/assignment/eligibility criteria & skill set and deliverables expected

Technical/ Forensic Psychologist

Deliverables, Qualifications, Experience & skills

Deliverables	
1	<ul style="list-style-type: none"> ➤ as Technical Forensic Psychologist. ➤ Assist the Investigator in investigation of crime. ➤ Scientific interrogation of suspects/ accused. ➤ Conduct polygraph examination of the suspects, victims and witnesses. ➤ Ascertain the veracity of statements. ➤ Maintenance of polygraph equipment, polygraph examination room, case recorder etc. ➤ Verify the veracity of information gathered from the individual components of the scene of crime. ➤ Any other duties as assigned by the competent authority relating to his work. ➤ Any other duties as assigned by the competent authority relating to his work.
Minimum Educational Qualification	
1	<p>Essential –</p> <p>(i) Masters' degree in Criminology or Clinical Psychology regular course from a recognised University.</p> <p>(ii) Three years' experience in applied Psychology or Criminology/ Crime Investigation.</p>
Professional Certification is desirable	
Experience & Skills	
1	<p>8 years' experience of electronic data processing work, out of which at least 5 years' experience should be in a Supervisory capacity in design, development or organizing computerized information storage and retrieval system and at least 3 years' experience in a responsible capacity on actual computer programming and system design.</p>
2	<p>Desirable –</p> <p>(i) Doctorate Degree in Psychology from recognised University.</p> <p>(ii) Three years' experience in practicing clinical psychology.</p>

	<p>(iii) M. Phil in clinical Psychology; or PG Diploma in Forensic Psychology; or M. Phil in Forensic Psychology.</p> <p>(iv) They must have good moral character and nice behaviour while working.</p> <p>(v) They should not reveal the official nature of work to outsiders and must maintain confidentiality.</p> <p>Note-I: Qualifications are relaxable at the discretion of DG, NIA in case of candidates otherwise well qualified.</p>
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Finger Print Expert

Deliverables, Qualifications, Experience & skills

Deliverables	
1	<ul style="list-style-type: none"> ➤ Work as Finger print expert. ➤ Assist the Investigator in investigation of crime. ➤ Scientific lifting of finger prints. ➤ Examination and analysis of finger prints. <p>Any other duties as assigned by the competent authority relating to his work.</p>

Minimum Educational Qualification	
1	<p>Essential –</p> <p>(i) M.Sc. Degree in any Science Subject or M.Sc. in Forensic Science; or B.Sc. Degree with Chemistry as one of the subjects from a recognised University.</p> <p>(ii) Three years' experience in a laboratory in development and identification of Finger print.</p> <p>Note-I: Qualifications are relaxable at the discretion of DG, NIA in case of candidates otherwise well qualified.</p>

	Professional Certification is desirable
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Experience & Skills	
	<p>Desirable:-</p> <p>(i) Doctorate Degree relevant to qualification; or</p> <p>(ii) finger print expert examination from a recognised institution.</p> <p>(iii) They must have good moral character and nice behavior while working.</p>

	(iv) They should not reveal the official nature of work to outsiders and must maintain confidentiality.
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Explosive Expert

Deliverables, Qualifications, Experience & skills

Deliverables	
1	<ul style="list-style-type: none"> ➤ Work as explosive expert. ➤ Assist the Investigator in investigation of crime where explosive have been used. ➤ Collect the clue material from scene of crime. ➤ Collect physical materials like vehicle used, cloth piece, buttons, thread, rope metal, wood, plastics, stone fire etc. ➤ Identify the type of explosives. ➤ Identify explosive device used in explosion. ➤ Collect the relevant exhibits from the scene of crime preserve and seal it properly. ➤ Examine the explosive material found from the scene of crime. ➤ Analyse the collected materials and his opinion. <p>Any other duties as assigned by the competent authority relating to his work.</p>
Minimum Educational Qualification	
1	<p>Essential –</p> <p>(i) Master's degree in Chemistry or M.Sc. in Forensic Science with Chemistry as one of the subjects at B. Sc. Level from a recognised university.</p> <p>(ii) Five years' experience in examination of explosives and fire arms.</p>
Professional Certification is desirable	
Experience & Skills	
	<p>Desirable –</p> <p>(i) Doctorate Degree in Chemistry.</p> <p>Note-I: Qualifications are relaxable at the discretion of UPSC in case of candidates otherwise well qualified.</p> <p>They must have good moral character and nice behaviour while working.</p> <p>They should not reveal the official nature of work to outsiders and must maintain confidentiality.</p>

Cyber Forensic Examiner
Deliverables, Qualifications, Experience & skills

Deliverables	
	<ul style="list-style-type: none"> ➤ Assist the Investigator in investigation of cyber crime. ➤ Collect the clue material from scene of crime. ➤ Identification and collection of computers and other digital media. ➤ Search of computers and other digital media. ➤ Retrieval of data from digital storage media and other storage media ➤ Analysis and examination of data. <p>Any other duties as assigned by the competent authority relating to his work.</p>
Minimum Educational Qualification	
1	<p>Essential :-</p> <p>(I) Bachelor of Engineering or Bachelor of Technology in Computer Engineering or Computer Technology or Masters' degree in Computer Application/ Computer Science or Information Technology or Master of Technology in Computer Science or Information Technology from a recognised University; and</p> <p>Note.-1 Qualifications regarding experience are relaxable at the discretion of the DG, NIA, in case of candidates otherwise well qualified.</p>
Professional Certification is desirable	
Experience & Skills	
	<ul style="list-style-type: none"> (i) Three years' experience in digital investigation/ computer forensics and cyber security work in Central Government or State Government or Union Territories or Statutory or Autonomous organisations/ Public Sector Undertakings/ Universities/ recognised research institutions/ private sector inter alia including organisations duly listed on stock exchange. (ii) They must have good moral character and nice behaviour while working. (iii) They should not reveal the official nature of work to outsiders and must maintain confidentiality.

Biology Expert
Deliverables, Qualifications, Experience & skills

Deliverables	
	<ul style="list-style-type: none"> ➤ Work as biology expert. ➤ Assist the Investigator in investigation of crime where explosive have been used. ➤ Identify the presence of chemical materials and / or narcotic drugs of the scene of crime. ➤ Collect the clue material from scene of crime. ➤ Collect the biological material from scene of crime. ➤ Preparation of DNA profile from samples for use at later stage for identification of victims. ➤ Identify the biological materials on scene of crime, collect the relevant exhibits from the scene of crime, preserve and seal it properly. ➤ Scientific analysis and examination of collected materials/ exhibits and his opinion. <p>Any other duties as assigned by the competent authority relating to his work.</p>
Minimum Educational Qualification	
1	<p>Essential –</p> <p>(i) M.Sc. Degree in Human Biology/ Microbiology/ Zoology/ Anthropology (Physical)/ Botany or M.Sc. in Forensic Science with Biology/ Zoology as one of the subjects at B.Sc. level from a recognised university.</p>
Professional Certification is desirable	
Experience & Skills	
	<p>Three years' experience in a Biological Laboratory.</p> <p>Desirable –</p> <p>(i) Doctorate Degree in Human Biology/ Microbiology/ Zoology/ Anthropology (Physical)/ Botany.</p> <p>Note-I: Qualifications are relaxable at the discretion of DG, NIA in case of candidates otherwise well qualified.</p> <p>(ii) They must have good moral character and nice behaviour while working.</p> <p>(iii) They should not reveal the official nature of work to outsiders and must maintain confidentiality.</p>

Crime Scene Assistant
Deliverables, Qualifications, Experience & skills

Deliverables	
	<ul style="list-style-type: none"> ➤ Work as crime scene assistant. ➤ Assist the Investigator in investigation of crime where crime has taken place. ➤ Collect the clue material from scene of crime. ➤ Look after the maintenance of the scene of crime kit, keep it ready for use. ➤ Update of scene of crime kit by supplementing the consumables and accompany the crime scene management unit on fields to provide scientific and logistic support. <p>Any other duties as assigned by the competent authority relating to his work.</p>
Minimum Educational Qualification	
1	<p>Essential :-</p> <p>(I) Master's Degree in Bio-technology/ Analytical chemistry or physics/ forensic science from a recognised university;</p>
Professional Certification is desirable	
Experience & Skills	
	<p>(II) Three years' experience in crime scene processing in Central Government or State Government or Union Territories or Statutory or Autonomous organisations/ Public Sector Undertakings/ Universities/ Recognised Research Institutions.</p> <p>Note 1: Qualifications regarding experience are relaxable at the discretion of the Staff Selection Commission or competent authority for reasons to be recorded in writing, in case of candidates otherwise well qualified.</p>

Photographer
Deliverables, Qualifications, Experience & skills

Deliverables	
	<ul style="list-style-type: none"> ➤ Assist the Investigator in investigation of crime. ➤ Take scene of crime photography/ videography and photographs of accused, suspects and maintaining photographic data. ➤ Systematic and scientific photography/videography of scene of crime for reference. ➤ Preservation of photography/ videography through various electronic/ digital storage media for future reference. ➤ Photography/ videography of reconstruction of scene of crime. ➤ Identify and examine any recorded material like photograph,

	<p>negatives, audio/ video cassettes, cameras, tape recorders etc. found from scene of crime.</p> <p>Any other duties as assigned by the competent authority relating to his work.</p>
Minimum Educational Qualification	
1	<p>Essential –</p> <p>(i) Bachelors' Degree from a recognised University</p> <p>(ii) Diploma holder in photography from a recognised Institute.</p>
Professional Certification is desirable	
Experience & Skills	
	<p>Three years' experience in various branches of photography, including experience of scientific Photography with theoretical and practical knowledge of all its techniques.</p> <p>Desirable –</p> <p>(i) Experience in photography in scientific laboratory.</p> <p>(ii) Experience in Videography.</p> <p>(iii) They must have good moral character and nice behaviour while working.</p> <p>(iv) They should not reveal the official nature of work to outsiders and must maintain confidentiality.</p>

Annexure-II

CURRICULUM VITAE PRO FORMA FOR THE POST OF

1	Name and Address (in block letter)				Recent passport size photograph duly self- attested
2	Date of Birth (in Christian era)				
3	Date of retirement under Central/State Government rules				
4	Education Qualification				
5	Whether Educational and other qualifications required for the post are satisfied. (if any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)				
	Qualifications/ Experience required			Qualifications/ Experience possessed by the officer	
	Essential				
	Desired				
6	Please state clearly whether in the light of entries made by you above, you meet the requirement of the post				
7	Details of Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient				
	Office/ Institution	Post held	From	To	Scale of pay and basic pay
					Nature of duties (in detail)
8	Nature of present employment, i.e. ad hoc or Temporary or Quasi-Permanent or Permanent				
9	In case the present employment is held on deputation/contract basis, please state				
	(a) The date of initial appointment				
	(b) Period of appointment on deputation/ contract				

	(c) Name of the parent office/organization to which you belong	
10	<p>Additional details about present employment:-</p> <p>Please state whether working under (indicate the name of your employer against the relevant column)</p> <p>(a) Central Government (b) State Government (c) Autonomous Organization (d) Government Undertaking (e) Universities (f) Others</p>	
11	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade	
12	Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale	
13	Total emoluments per month now drawn	
14	<p>Additional information, if any, which you would like to mention in support of your suitability for the post</p> <p>(This among other things may provide information which regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the vacancy circular/advertisement).</p> <p>(Note-enclose a separate sheet, if the space is insufficient).</p>	
15	<p>Please state whether you are applying for deputation (ISTC)/absorption/re-employment basis</p> <p>(Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government organizations are</p>	

	eligible only for short term contract)	
16	Whether belongs to SC/ST	
17	<p>Remarks (The candidates may indicate information with regard to (i) Research publications and reports and special projects (ii) Awards/Scholarship/Officials Appreciation (iii) Affiliation with the professional bodies/ institution/ societies and (iv) any other information. (Note – Enclose a separate sheet if the space is insufficient)</p>	

I have carefully gone through the vacancy circular / advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the Candidate
 Address
 Contact No
 e-mail ID

Date:-

Note : The following documents shall necessarily be enclosed with the application:

1. Educational qualification certificates
2. Certificate/ documents regarding experience claimed.