



State Planning Commission, "Ezhilagam"
Chepauk, Chennai- 600 005.

Notification No.3/A2/SPC/2025,

Dated: 19.03.2025

Applications are invited for the position of Team Leader (1 No.) in State Planning Commission on temporary basis.

Position Title : Team Leader (overall coordination-preferably with M&E background)

Number of Positions: 1 (One)

Age Limit: Candidates should be below 50 years of age as on the date of advertisement

Period of Contract: For a period of 2 years.

Location of posting: State Headquarters

Remuneration: Rs.1,50,000/- (Consolidated inclusive of all)

Job Type: Full-time, Temporary

The details of Job Description, Qualification and applying procedure are stated below:

Job Description/ Duties & Responsibilities:

- Maintain synergy between the State Planning Commission, NITI Aayog & other line departments
- To assist the team in achieving its objectives in collaboration with NITI Aayog & other line departments
- Preparation of development strategies, sectoral targets, socio economic goals and the states Trillion \$ economy goals as per the requirements and roadmap to achieve the same
- Draft policy briefs, presentations and other documents.
- Coordinating with development partners and technical agency concerned
- Construct support mechanisms for strengthening horizontal and vertical coordination within Government.
- Assist in strengthening the innovation ecosystem
- Assist in strengthening the monitoring & evaluation ecosystem
- Create and facilitate cross learning platforms

- Documentation of activities performed under SIT
- Preparation of the State, regional and sectoral reports on regular basis
- Regular update on progress of the State using the dashboard/ portal maintained by NITI Aayog
- Plan and organise workshops and other events related to the SIT, including preparation of inputs for the workshop
- Perform such other functions as may be necessary for the interest of the mission.

Qualifications:

Essential

Masters in Economics/ Econometrics/ Statistics/ Data Science/ Public policy/Public Administration or MBA in Finance or Post Graduate Diploma in Management with considerable amount of field experience post highest qualification

Desirable

Persons with advanced diploma or degree in M&E, Project Appraisal & Risk Management, additional qualifications, and published papers in the relevant field would be preferred.

Experience:

1. Minimum 8 years experience relevant to the job description.
2. Preference will be given to persons with on-field experience with State government, work experience in project management, project appraisal, monitoring & evaluation, policy advocacy in the areas of governance, development-related projects, and programme implementation. Prior experience with Government, UN agencies and other international organizations is desirable
3. Candidates should also have demonstrated experience relating to leading teams, managing projects, as well as conducting stakeholder engagement.
4. The experience of internship/training will not be considered.

Knowledge and Skills

- Experience in stakeholder management
- Experience in drafting reports and reviewing detailed project reports
- Prior experience with Government, UN agencies and other international organizations is desirable
- Knowledge and experience related to State planning
- Excellent Analytical and Problem-solving skills

Language Requirements

- Excellent verbal and written English & Tamil and demonstrate ability to communicate effectively in a multi-cultural environment

How to Apply:

Interested candidates are required to complete the application form available at the following Google Form link: <https://forms.gle/tMmFBkv1WyQMFUgY9>

Last Date of Application: 4.4.2025 at 6.00 PM

For inquiries or further information, please contact Administrative Officer, State Planning Commission.

State Planning Commission

Ezhilagam, Main Building (5th Floor),

Chepauk, Chennai-600 005

044 2854 5471

tanii.tnspc@gmail.com

for Member Secretary(FAC)