

21 February 2019

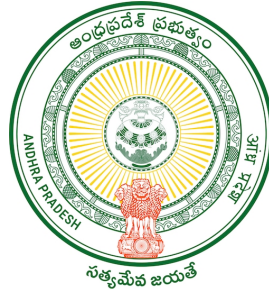
Notification for

**Long Duration (Senior) Specialists/Consultants
and
Short Duration (Senior) Fellows/Interns**

APPLICATION DEADLINE:

17 March 2019 for Long Duration Positions

24 March 2019 for Short Duration Positions



FINANCIAL AND ECONOMIC ANALYSIS DIVISION (FEAD)
FINANCE DEPARTMENT
GOVERNMENT OF ANDHRA PRADESH

INTRODUCTION

1. The Government of Andhra Pradesh has set itself an ambitious vision to be amongst the best three developed states by 2022 and the best developed state in the country by 2029. This focus has enabled the state to emerge as one of the fastest growing states in the country, undertaking prestigious projects such as constructing a world-class capital, Amaravati city. This process necessitates strategic, effective and efficient management of finances with financial planning for short, medium and long term basis.
2. Accordingly, the state Government has established a special unit, dedicated to economic analysis and strategic support to the Finance Department called Financial and Economic Analysis Division (FEAD).
3. This unit has the following responsibilities:
 - a. Undertake a perspective financial plan to achieve Vision 2022 and Vision 2029 and explore avenues for financial mobilization
 - b. Estimate the financial requirements for achieving Growth and Development targets for various sectors and respective departments
 - c. Undertake necessary data analytics for optimizing revenue, expenditure, budget and cash management with respect to developmental outcomes
 - d. Undertake necessary analyses/appraisal of departmental policies and programmes and organizational structures and assist in optimal budgetary allocations to achieve the state's developmental goals
 - e. Provide necessary analytical support with regard to terms of reference of key institutional bodies such as Finance Commissions, State Finance Commission, Pay Revision Commissions, etc.
 - f. Aid in improving the satisfaction quotient of other departments by improving their "ease of doing business" with Finance Department
 - g. Anchor the initiatives pertaining to Financial Inclusion, Digital Financial Transactions, etc., in close coordination with State Level Bankers Committee (SLBC) and other stakeholders
 - h. Establish tie-ups with other national and international developmental/academic/ research organizations to fulfill the above responsibilities as needed
 - i. Formulate novel and innovative solutions for financing and promoting development and growth
 - j. Other responsibilities assigned by the Finance Department from time to time.

4. This notification is issued for recruiting long duration Specialists/Consultants and short duration Fellows/Interns to staff this unit. This is a challenging entrepreneurial opportunity to influence the developmental trajectory of a new and thriving state, which is facing many challenges and yet preparing itself for the opportunities ahead.

JOB DESCRIPTION

5. The job descriptions for long duration Specialist/Consultant positions are as listed below, to be undertaken in collaboration with staff of FEAD, Finance Department and other Departments of Government of Andhra Pradesh as well as its associated institutions. In addition to those listed below, selected candidates will be expected to undertake additional assignments with regard to functions of FEAD, as deemed necessary.
6. Candidates engaged as short duration Fellows/Interns will be assigned specific projects drawn from these job descriptions, based on administrative needs and candidates' preferences. Selected Fellows/Interns will be given the flexibility to formulate their own projects and will be sanctioned, depending on alignment with FEAD functions and priorities.
7. The number of positions listed below is for long duration positions. The number of short duration positions offered is not fixed and depends on administrative needs and capacity, quality of candidates, their interests, etc.
8. Public Finance (1 Position)
 - a. Analyze the various aspects of public finance against FRBM stipulations and applicable benchmarks, formulate an action plan for optimization, and anchor its implementation
 - i. Revenues optimized with respect to their potential, cost of collection, economic distortions, etc.
 - ii. Expenditure optimized with respect to overall quality, effectiveness, efficiency and equity, etc.
 - iii. Budget optimized with respect to reducing gap between estimated and actual, etc.
 - iv. Cash flow optimized with respect to duration in which payments are made, revenue inflow and expenditure outflow, etc.
 - v. Debt with regard to sustainability indicators and cost of debt
 - vi. Investments optimized with respect to returns

- vii. Funds comprising Public Account, Consolidated Sinking Fund, Rural Development Fund, etc. optimized with respect to adequacy and other necessary parameters.
- b. Assist the Department in analyzing various departmental proposals that have a significant impact on public finances.
- c. Undertake perspective financial planning for the short, medium and long term in terms of key fiscal indicators.
- d. Study the processes of Financial Management, Budgetary Control, Financial Reporting and suggest improvements as necessary.
- e. Keep abreast of emerging ideas in developmental arena, emerging technologies like Blockchain, fintech, etc., assess their applicability and scope for implementation within the state.

9. Project Finance (1 Position)

- a. Assist the Department in analyzing major infrastructural proposals from other Departments, adopting Value for Money concepts and tools like Public Sector Comparator as necessary, to assess these proposals or their business plans.
- b. Suggest measures to improve mobilization of finances for infrastructural projects and anchor their implementation.
- c. Undertake financial planning/modeling to assess rate of return from major projects
- d. Keep abreast of emerging ideas in project finance, assess their applicability and scope for implementation within the state.

10. Financial Inclusion (1 Position)

- a. Facilitate the preparation of Annual Credit Plan from Financial Institutions, which is aligned with the developmental agenda of the Government.
- b. Analyze the performance of various credit operations in the state with respect to the developmental agenda of the Government and formulate necessary incentive mechanisms for improving this performance.
- c. Analyze the state of financial inclusion in the state against appropriate benchmarks, suggest necessary interventions and anchor their implementation.
- d. Keep abreast of emerging ideas in financial inclusion and assess their applicability and scope for implementation within the state.

11. Human Resources (1 Position)

- a. Assist the Department in analyzing various departmental proposals with regard to changes in organizational structures, creation of posts, and other related issues.

- b. Assist the Department in analyzing various departmental proposals with regard to compensation structures for professionals from market, duly examining internal parity with respect to Governmental structure and external parity with respect to comparable jobs in the market.
- c. Analyze human resource management in the administration and suggest measures for capacity building and improving effectiveness, within the overall context of service rules and general employment conditions within the Government.

12. Risk Management (1 Position)

- a. Assess the financial impact on the state Government due to various risk protection measures such as
 - i. Disaster Relief Measures
 - ii. Crop Insurance
 - iii. Market Intervention due to lower market prices for agricultural crops
 - iv. Health Insurance
 - v. Accidental Disability/Death Insurance
 - vi. Unemployment Allowance
 - vii. Relief to Sick MSMEs
 - viii. Government Guarantees Redemption etc.
- b. Formulate a mechanism to estimate this financial impact for the short and medium term.
- c. Formulate a mechanism to optimize the financial/fund management pertaining to these risk protection interventions and anchor its implementation.

13. Agricultural Economics (1 Position)

- a. Analyze proposals from agricultural & allied sectors with regard to key economic indicators – financial impact, farmers' incomes, production, productivity, etc., spanning instruments such as MSP, market intervention, input subsidies, crop insurance, etc.
- b. Undertake necessary impact assessments of programmes with significant financial outlays – agricultural credit, input subsidies, direct income transfers, irrigation programmes, drought proofing measures etc.
- c. Estimate financing requirements for sustainable agricultural growth in the short, medium and long run, with concomitant growth in farmers' incomes.
- d. Analyze the commodity markets, forecast agricultural price trends and suggest necessary market interventions to the extent feasible and practical.

14. Economic Competitiveness (1 Position)

- a. Keep abreast of economic trends, release of periodic reports, emerging ideas and compile regular reports/dashboards on the state of global, national and state economy, as applicable and necessary, to aid in regular policy formulation process.
- b. Analyze proposals from industries and service sectors with regard to key economic indicators – financial impact, wages, GVA, production, investment, employment, productivity, market distortions, competitiveness, etc.
- c. Estimate financing requirements for sustainable industry and services growth in the short, medium and long run, with concomitant growth in wages, jobs created etc.
- d. Suggest measures to improve the state of economic competitiveness and assist in implementation of the same.

15. Social Sector (1 Position)

- a. Analyze policy proposals from social sector – Health, Education, Pensions, PDS, Welfare departments, etc., with regard to their intended outcomes and financial outlays.
- b. Analyze the impact of developmental programmes with significant financial outlay in the Social Sector.
- c. Estimate financing requirements for sustainable development in the short, medium and long run.
- d. Keep abreast of emerging ideas like Universal Basic Income and assess their applicability and scope for implementation within the state.

QUALIFICATIONS

16. **Education:** A postgraduate degree in related subjects to the position/sector from a premier educational institution – Public Finance, Project/Infrastructural Finance, Public Policy, Economics, Human Resources, Actuarial Science, Regulatory Governance, Operations Research/Management, Agricultural Economics/Management, Business Management, Accounting, Development Studies etc. In exceptional cases, graduates may be considered.

17. For Intern positions, candidates pursuing graduation/post graduation will also be considered.

18. **Professional Experience:** Candidates should at least have 2.5 years of experience that is preferably related to the job description of the position/sector they are applying to.
19. For Intern positions, minimum work experience requirements may be relaxed under special circumstances.
20. Ideally, candidates would have already undertaken assignments related to the job descriptions. Preferred (but not mandatory) experience for the above positions is as listed below.
- a. **Public Finance:** Analyzing Public Financial Management of a region anywhere in the world, formulating an action plan for improvement and taking part in implementation
 - b. **Project Finance:** Working in large infrastructural projects, and involved in financial modeling and optimization, mobilizing finances, etc. in a reputed organization
 - c. **Financial Inclusion:** Working in retail banking units, fintech organizations or on financial inclusion initiatives in any Government or reputed developmental organizations.
 - d. **Human Resources:** Involved in assignments spanning design of organizational structures, compensation structures for a large group in a reputed organization.
 - e. **Risk Management:** Experience in formulation of insurance schemes, estimation of risks, etc., in a reputed insurance firm
 - f. **Agricultural Economics:** Experience in analyzing agricultural economics, undertaking agricultural research, involved in crop procurement, crop development, commodity trading, farming, etc.
 - g. **Economic Competitiveness:** Involved in policy/research assignments spanning economic analysis including estimation of financial requirements within any Government or Government organisations, or reputed developmental organizations.
 - h. **Social Sector:** Involved in policy/research assignments spanning human development/social policy including estimation of financial requirements within any Government or Government organisations or reputed development organizations or experience in managing health/education services in a reputed organisation.

21. Experience in Government, Government owned entities like NITI Aayog, erstwhile Planning Commission, Commission for Agricultural Costs and Prices etc., or international developmental banks is an advantage.
22. Where applicable, employees of Government, Government owned entities, Public Sector Units may be considered for engagement on deputation basis.
23. **Skillsets:** Preferably (but not mandatorily), candidates should possess the following skillsets or have familiarity with the following tools/concepts, as applicable for the position they are applying to: Social/Economic Cost Benefit Analysis, Impact Evaluation, Value for Money, Public Sector Comparator, Behavioral Economics, Regulatory Impact Assessment, Blockchain etc.
24. Candidates are expected to possess not only technical skills but also entrepreneurial skills in exploring development opportunities for the state and formulating their own work plans to enable the state to seize these opportunities. Equally important, they should possess personal skills in dealing with the administrative apparatus, duly understanding the modus operandi of the state Government.
25. Knowledge of Telugu Language is an advantage, but not mandatory.

TERMS AND CONDITIONS

26. The tenure of appointment for long duration positions will be 2 years, extendable by another term of 2 years. However, these appointments will be subject to periodic performance assessments and either party may give a notice of 30 days for termination of the engagement.
27. The tenure of appointment for short duration positions will range from 2 months to 6 months, with renewal of the term as deemed necessary and appropriate. As stated above, these appointments also will be subject to periodic performance assessments and either party may give a notice of 30 days for termination of the engagement.
28. Designation and Compensation will be commensurate to qualifications, experience, nature of work experience and will be competitive within the overall context of public and development sectors. Increments and performance bonus, if any, will be linked to performance. Long duration designations may include Senior Specialist, Specialist, Senior Consultant, Consultant, etc. Short duration designations may include Senior Fellow, Fellow, Intern, etc.

29. These engagements will be based out of Andhra Pradesh Secretariat, Amaravati. However, in special circumstances, in case of short-term engagements, this aspect may be reconsidered.
30. Outstanding performers may be considered for longer-term engagements with the Government of Andhra Pradesh or its associated institutions. However, successful completion of the duration of appointment under this notification per se does not confer any right on the candidate for any engagement with Government of Andhra Pradesh or any of its associated institutions.

TIMELINES

31. The tentative timelines for the long duration Specialist/Consultant positions are as follows, which may change subject to administrative exigencies and number of applications received:
- a. Deadline for Receipt of Applications: 17 March 2019
 - b. Interview Call for Shortlisted Candidates: 25 March 2019
 - c. Interviews for Shortlisted Candidates: Between 26 to 06 April 2019
 - d. Announcement of Selected Candidates: 10 April 2019
 - e. Joining Date: 16 April 2019 to 31 May 2019, however, extensions may be considered as necessary
32. The tentative timelines for this short duration Fellow/Intern positions are as follows, which may change subject to administrative exigencies and number of applications received:
- a. Deadline for Receipt of Applications: 24 March 2019
 - b. Interview Call for Shortlisted Candidates: 01 April 2019
 - c. Interviews for Shortlisted Candidates, as deemed necessary: Between 02 to 10 April 2019
 - d. Announcement of Selected Candidates: 15 April 2019
 - e. Joining Date: 22 April 2019 to 31 July 2019, however, extensions may be considered as necessary

APPLICATION PROCESS

33. The Applications Materials for all the long duration and short duration positions should have the following **three** documents:
- a. **Curriculum Vitae (Maximum 3 page):** In your CV, please emphasize and elaborate all the work experiences and academic qualifications that are

relevant to the position you are applying to, in some detail, especially those pertaining to the points listed above in Qualifications section.

- b. **Policy Brief:** Draft a policy brief, duly providing adequate justifications where necessary, covering the following: (Maximum 1200 words, excluding relevant Charts and Tables, which can be annexed to this brief):
- i. Choose any issue/aspect corresponding to the sector you are applying to,
 - ii. Assess the performance of the state of Andhra Pradesh (or of Government of Andhra Pradesh) in this sector against suitable benchmarks,
 - iii. Suggest aspirational but realistic targets for improving the state's performance in this issue/aspect and specify timelines for achieving them, and
 - iv. Formulate policy measures that the Government of Andhra Pradesh can implement to achieve the suggested targets within the timelines specified.
- c. **Presentation:** A presentation covering all the salient points of the policy brief (Maximum 3 slides, including annexures).

34. All efforts will be made to ensure that selected candidates can pursue their work presented in their applications to its logical conclusion – policy measures implemented by the state Government.

35. All the above **three** documents (Curriculum Vitae, Policy Brief and Presentation, in the same order) should be e-mailed to the following address in a single **pdf** with filename *Firstname_Lastname.pdf*.

- a. FEAD_LD.28qftkisi46fcdx9@u.box.com for long duration Specialist/Consultant positions
- b. FEAD_SD.983fo6ig21f2z071@u.box.com for short duration Fellow/Intern positions.

36. Please note that only the file sent as attachment to the above email ids will be captured and no other content including the body of the email will get captured. Therefore, please use the form below to provide any other information you wish to, which is not captured in your application.

37. **After mailing your application**, the applicant should register at the following link before the application deadline. This form asks for basic professional details as well as the sector you are applying to.

- a. <https://goo.gl/forms/dYWxLowk1isGkKh22> for long duration Specialist/Consultant positions
- b. <https://goo.gl/forms/OOSzZ4aSrjzuca5K2> for short duration Fellow/Intern positions.
- c. **Only registered candidates at this link whose application is also received will be considered for the selection process.**

38. The email for mailing the application as well as the registration link will be deactivated at the deadline stated in the Timelines Section. Therefore, candidates are requested to apply reasonably early and not wait till the deadline.

39. A candidate may apply for multiple positions/sectors through separate applications and separate registrations. A candidate may also apply for both long duration and short duration positions through separate applications and separate registrations. If a candidate is applying for both long duration and short duration in the same sector, then both the applications can have the same policy briefs and presentations.

SELECTION PROCESS

40. Applicants will be shortlisted based on the merit of their application. Shortlisted applicants will be invited for a personal/telephonic/video based interview. The interview slots will be scheduled in consultation with the shortlisted applicants.

41. The Government of Andhra Pradesh reserves the right to not fill one or more of the above positions if it does not find suitable candidates during the selection process.

42. The offer of appointment will be conditional upon producing Graduation Certificates, Transcripts, Experience Certificates, etc.

OTHER INFORMATION

43. To facilitate necessary research for candidates, some indicative sources for Andhra Pradesh, not necessarily exhaustive, are listed below:

- a. Finance Department Website for Budget
- b. Socio Economic Surveys of Government of Andhra Pradesh
- c. White Papers released by Government of Andhra Pradesh
- d. Database of Government Orders of Andhra Pradesh
- e. RBI's Handbooks on State Finances
- f. State Level Bankers Committee Reports of Andhra Pradesh

44. Candidates have to undertake their own research, as necessary, and not rely solely on the above sources. All the application materials shall have to be the work of the candidate alone. Any references used shall be cited accordingly. Any other support received during the compilation of the policy brief or making the presentation shall be duly acknowledged within the application materials.

QUERIES

45. Please feel free to send your queries, to apfin.fead@gmail.com. Generally, all queries will be answered within two working days. However, no application will be accepted through this email id.