

**LNJN National Institute of Criminology and Forensic Science**  
(Ministry of Home Affairs, Government of India)

**Engagement of Consultants on contract basis**

**Applications are invited for engagement of one Consultant each (on contractual basis) for conducting one-year PG Diploma Courses mentioned below:-**

- a) PG Diploma in Investigation of Cyber Crimes & Law.**
- b) PG Diploma in Security Management.**
- c) PG Diploma in Victimology & Victim Assistance.**

For terms of reference, eligibility criteria, remuneration, other details and application form etc. please see the vacancy circular on our website: [www.nicfs.gov.in](http://www.nicfs.gov.in)

No. 3/9/2019 -LNJN NICFS

Government of India

**LNJN National Institute of Criminology and Forensic Science**

( Ministry of Home Affairs )

Institutional Area, Outer Ring Road, Secor-3, Rohini, Delhi – 110 085

10<sup>th</sup> July, 2019

**CIRCULAR**

Applications are invited in the prescribed proforma from suitable persons for engagement of one Consultant each on contractual basis to conduct the following new PG Diploma Courses to be commenced in LNJN NICFS in the current academic session:

- a) PG Diploma in Investigation of Cyber Crime & Law.
- b) PG Diploma in Security Management.
- c) PG Diploma in Victimology & Victim Assistance.

2. The eligibility criteria and other details of engagement are mentioned against each post in the Terms of Reference (Annexure-I) enclosed herewith.

3. Selection shall be made through Interview of short-listed eligible candidates by a duly constituted Selection Committee to be held at Delhi at LNJN NICFS (MHA) premises. Last date for submission of applications in the prescribed proforma is **30<sup>th</sup> July, 2019 (Tuesday)**.

4. Remuneration and tenure shall be as mentioned in the enclosed Annexure-I.

5. Leave: The leave entitlement shall be as per DoP&T Rules, as amended from time to time.

6. No TA/DA shall be admissible for attending interview.

7. Director, NICFS reserves the right to make any amendment, change or cancellation of the selection process in whole or part thereof without assigning any reasons. Selection will be subject to completion of affiliation formalities for the courses by Guru Gobind Singh Indra Prastha University.

8. Short-listed candidates will be required to report for the interview alongwith original as well as copies of the relevant certificates/documents duly attested, two passport size photographs and application in the format given in Annexure- II enclosed herewith (available at the Institute's website [www.nicfs.gov.in](http://www.nicfs.gov.in)).

  
**Administrative Officer**

**LNJN National Institute of Criminology & Forensic Science**  
(Ministry of Home Affairs )

Terms of Reference (ToR)/Eligibility Criteria for engagement of Consultant in LNJN NICFS(MHA) on contract basis

| Sl. No. | Position                           | Remuneration   | Duration  | Age limit, Essential and Desirable qualifications, Experience etc.  | Duties & responsibilities  |
|---------|------------------------------------|--|---|---|--|
| 1.      | Consultant<br>(Cyber Crimes & Law) | Rs. 1,30,000/-<br>(Rupees One lakh Thirty thousand) per month consolidated.<br><br>Note: The remuneration payable to retired Government servants who are engaged as Consultant shall be made after deduction of the amount of basic pension (7th CPC). | <p>a) Duration of engagement shall be for a period of one year, on course-to-course basis.</p> <p>b) In the event of non-availability of a minimum number of students for a particular PG Diploma Course, then Consultant for that course will not be engaged.</p> <p>c) In order to ensure that each PG Diploma Course is conducted as per its schedule, Surety Bond in writing will be executed by the Consultant for the Course, to the effect that he will not leave or terminate the engagement during the currency of a PG Diploma Course till its logical conclusion.</p> <p>d) The engagement may be terminated at any time by the Competent Authority, without assigning any reason, by giving one months' notice or by payment of a sum equivalent to one month's remuneration in lieu of the period of notice.</p> | <p>Maximum age limit – 70 years.</p> <p><u>Essential qualifications:</u></p> <p>(i) Master's degree with 55% marks in Cyber/Digital Forensics or Information Technology or Computer Science and Engineering or Cyber Security and Incident Response or Computer and Information Sciences, OR Master of Computer Application with Post Graduate Diploma in Computer/Digital/Cyber Forensics or Forensic Accounting; OR Bachelor's degree in Law with Post Graduate Diploma in Computer/Digital/Cyber Forensics or Forensic Accounting; and</p> <p>(ii) Ph.D Degree or M. Phil in related field, OR Minimum seven years' experience of working in Cyber/Computer/Digital Forensics, especially in Crime Prevention or Risk Management Enforcement.</p> <p><u>Desirable:</u></p> <p>1. Bachelor's degree in Law.</p> <p>2. Experience of teaching and/or conducting any professional courses or training programmes.</p> | <p>a) Assessing applications from the applicants for admission.</p> <p>b) Monitoring admission process, allotment of enrolment numbers and related statistics.</p> <p>c) Considering and approving enrolment in consultation with the GGS IP University.</p> <p>d) Keeping regular liaison with the GGS IP University authorities for overall management of the course.</p> <p>e) Providing course specific advice to students.</p> <p>f) To conduct regular classes and deliver lectures in the relevant fields of expertise.</p> <p>g) Preparing weekly programme and its proper implementation.</p> <p>h) Overseeing students' progress.</p> <p>i) Developing ranking and credits to be awarded to students.</p> <p>j) Conducting orientation programmes/sessions in conjunction with the Institute's activities.</p> <p>k) Organizing visits to other Institutions/Organizations and arranging field visits as per course content/syllabus.</p> <p>l) Providing course promotion and placement options in conjunction with the respective Faculty of the Institute.</p> <p>m) As a member of the teaching faculty, associating with various committees and other administrative works related to the respective course.</p> <p>n) Reporting to the Dean(Academics)/DIGP(Administration) and Director of the Institute regularly.</p> <p>o) Any other work/duties assigned by DIGP(Administration) and Director of the Institute from time to time.</p> |

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| 2. | Consultant<br>(Security<br>Management) | As above | As above | <p>Maximum age limit – 70 years.</p> <p><u>Essential qualifications:</u></p> <p>(i) Master's degree with 55% marks in Security Management or Security Operations Management, with specialization in Consultancy/Investigation/Facility Management, or Fire &amp; Safety Management, OR<br/>Master's degree with 55% marks in Police Science or Police Administration with Post Graduate Diploma/Diploma/Advanced Certificate in Security Management or Security Operations Management, OR<br/>Master's degree with 55% marks in Criminology/Sociology/Public Administration/ Law with specialization in Police Science/Police Administration/ Security Management, and</p> <p>(ii) Ph.D Degree or M. Phil in related fields. OR<br/>Minimum seven years' experience of working in Security Management/Security Operations Management or related fields, at senior levels, including in State/Central Police Organizations.</p> <p><u>Desirable:</u></p> <p>Experience of teaching and/or conducting any professional courses or training programmes.</p> | As above |
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| 3. | Consultant<br>(Victimology &<br>Victim<br>Assistance) | As above | As above | <p>Maximum age limit – 70 years.</p> <p><u>Essential qualifications:</u></p> <p>(i) Master's degree with 55% marks in Criminology or Psychology or Sociology with Post Graduate Diploma in Victimology, OR Master's degree with 55% marks in Criminology with specialization in Victimology, or Psychology with specialization in Clinical Psychology, or Sociology with specialization in Sociology of Deviance, and</p> <p>(ii) Ph.D Degree or M. Phil in related field,<br/>OR<br/>Minimum seven years' experience of working in the field of Victimology or Victim Assistance or in other related fields.</p> <p><u>Desirable:</u></p> <p>Experience of teaching and/or conducting any professional courses or training programmes.</p> | As above |
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**Application Form for Engagement of Consultant for conducting PG Diploma Course in NICFS on Contractual basis**

Name of the post applied for

Please affix  
recent Passport  
size Photograph

1. Name
2. Date of Birth
3. Address for correspondence
4. E-mail/ID
5. Mobile No.
6. Month/year of passing  
Of UGC-NET/GATE/CSIR Exam.
7. Educational Qualifications:
  - (a) Doctorate
    - Master Degree
    - Name of University
    - Year of Passing
    - Specialisation if any
    - Maximum marks
    - Marks obtained
    - % of marks
8. No of Research publications  
(List to be attached)
9. The terms & conditions of engagement as mentioned in circular dated \_\_\_\_\_ are acceptable to me:

Date:

(Signature of the applicant)