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## NEPAL ADMINISTRATIVE STAFF COLLEGE

### CALLS FOR EXPRESSION OF INTEREST: NATIONAL CONSULTANT (ROSTER)

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Nepal Administrative Staff College (NASC), established through Nepal Administrative Staff College Act 1982 is autonomous institution working in public sector capacity building through training, research and consulting services. As of now, NASC has trained over 50,000 staff of civil service, public enterprises and other institutions. It has conducted several researches and carried out numbers of management consulting. With the growing demand on research and management consulting services, NASC is planning to engage qualified experts in the forthcoming assignments. In the past, NASC has conducted national surveys like Quality of Public Service 2015/16, Nepal National Governance Survey 2017/18, Federalism Capacity Needs Assessment 2018/19 and several other research projects. NASC has carried out management consulting like Organization and Management Survey, Strategic Plan Preparation, Human Resource and Administrative Policies of the Government Organization and public enterprises. In order to carryout such assignments through engagement of qualified experts available in the market, NASC calls for 'Expression of Interest (Eoi): National Consultant' from qualified, competent and professional Nepali citizens to include in the roster.

#### **(A) Major areas of work (not limited to)**

1. National surveys and research on issues of public policy, governance, gender and social inclusion, financial management, federalism and others relevant issues in public governance
2. Review of national policies, plans and programmes
3. Preparation of policy and plans (development, human resources, public administration etc)
4. Organization and management survey
5. Sustainable development goals
6. Preparation of training, reference and resource book on issues of federalism, procurement management, evidence-based policy and other relevant issues in public governance

#### **(B) Minimum requirement**

1. Minimum of Master's Degree in management, social sciences, engineering, and relevant area
2. Minimum of 5 years' track record in the area of proposed interest
3. Have excellent writing skills both in Nepali and English
4. Must be willing to work in a team, as a team leader or member
5. Must be willing to work at NASC and across country
6. Must be able to produce result in strict deadline

### ***Submission of Application***

Interested experts with qualifications mentioned above are requested to submit application directed to 'The Executive Director, Nepal Administrative Staff College' through [roster@nasc.org.np](mailto:roster@nasc.org.np) with the following details:

- a) Application (Expression of Interest)
- b) CV in the given format
- c) Cover letter in the given format
- d) Recent evidence of such work (cover page and summary of work, please do not submit complete report)
- e) Evidence of remuneration/fees received for the said assignment

Please mark **"Expression of Interest: National Consultant (Name of Applicant)"** in the subject line of email. Your application should reach us by no **later 30 January 2020 (2076/10/16)**.

### ***Declaration***

Your application is not a guarantee of assurance of employment or any type of engagement. Your profile will not be used for any other purposes than that has been mentioned herewith. NASC ensures full confidentiality of the information and will not disclose without permission of the applicant. NASC will contact experts from the list on need basis.