



INDIAN PORTS ASSOCIATION

Date: 25.08.2026

Advt No. IPA/ IC-CONSULTANTS- MoPSW/2026

VACANCY CIRCULAR

Indian Ports Association invites applications for the engagement of
Senior Consultant (2 Nos.) and Consultant (3 Nos.)

Position Details	
Positions & Vacancies	Senior Consultant - 02 (Two) Consultant - 03 (Three)
Remuneration (Monthly Fixed)	Senior Consultant: ₹15,00,000/- per annum Consultant: ₹12,00,000/- per annum
Mode of Engagement	Purely contractual, full-time basis
Duration of Engagement	02 (Two) years, extendable based on performance, mutual willingness and requirement
Age Limit	25-45 years as on the last date of application submission
Last Date for Receipt of Application	18.09.2026
Location	New Delhi

ABOUT THE ORGANIZATION:

Indian Ports Association (IPA) is an apex body of Major Ports of India, established in 1966 under Societies Registration Act, functioning besides the Ministry of Ports, Shipping and Waterways. IPA facilitates the growth and development of ports through initiation of coherent and coordinated approach for port development and capacity enhancement, focusing on efficiency improvement through technology upgradation and port connectivity enhancement.

ABOUT INTERNATIONAL COOPERATION WORK UNDER MoPSW :

The Ministry of Ports, Shipping and Waterways (MoPSW), Government of India, is the nodal Ministry responsible for formulation and administration of policies relating to major ports, shipping, and inland water transport in the country. The International Cooperation (IC) Division of the Ministry drives India's bilateral and multilateral maritime engagements and coordinates the Ministry's international cooperation mandate.

SERVICE CONDITIONS:

The Senior Consultant (2 Nos.) and Consultant (3 Nos.) will support the Ministry's international cooperation mandate and work as part of the International Cooperation (IC) Division, New Delhi and will be on direct contractual payroll under Indian Ports Association. The Service Conditions of the contractual employee shall be governed by The Indian Ports Association Contract Employment Policy, 2025 as amended from time to time.

KEY RESPONSIBILITIES:

- i. Assist in preparation of technical briefs, position papers, interventions, meeting outcomes and speaking notes etc. for global forums and India's bilateral engagements.
- ii. Monitor and drive the implementation of various international cooperation mandates under the Maritime India Vision 2030, Maritime Amrit Kaal Vision 2047, Agreements/MoUs etc. and other bilateral agreements.
- iii. Keep track of developments on international trade corridors, such as the India-Middle East-Europe Economic Corridor (IMEC), Eastern Maritime Corridor (EMC), Northern Sea Route and the International North-South Transport Corridor (INSTC) etc., and assist in activation of India's 'Green and Digital Shipping Corridors (GDSC)'.
- iv. Organize high-level business roundtables and investment summits, cover meetings, draft briefing notes and speaking points, prepare presentations and correspondence.
- v. Regularly produce well-researched and data-driven knowledge products - research pieces, articles, journals, etc.
- vi. Attend seminars and conferences, and submit summary notes.
- vii. Any other task assigned by the IC Division.

EDUCATIONAL QUALIFICATIONS:

Mandatory Qualification:

- Master's degree (full-time) or above from a reputed Indian or International University in Economics, Public Policy, Maritime, Trade, Transport Management, International Relations, or related subjects.

EXPERIENCE REQUIREMENTS:

- **Senior Consultant:** Minimum 5 years of full-time work experience post-essential education.
- **Consultant:** Minimum 3 years of full-time work experience post-essential education.
- Applicants should be in the age group of 25-45 years as on the last date of application submission.
- Meaningful experience of working with an International Organization (UN, etc.), Government Systems (GoI Ministries/Departments/Organizations, State Govt. and its organizations, PSUs, Autonomous Bodies), or a reputed think tank/research institution/private sector organization.
- Good writing and analytical skills, with meaningful experience in conducting research and producing knowledge products. Evidence of wide-ranging experience in critical writing (newspaper articles, peer-reviewed journals, work published by a reputed university or think tank etc.) and presentation skills is essential.
- Professional proficiency in the English language is essential.
- High proficiency in the use of digital tools (e.g., Word, Excel & PowerPoint, AI-enabled research tools, etc.) is essential.

REMUNERATION PACKAGE:

- **Senior Consultant** (Master's plus 5+ years' work experience): **₹15 lakh per annum.**
- **Consultant** (Master's plus 3+ years' work experience): **₹12 lakh per annum.**
- Monthly fixed remuneration for the initial period of 2 years; no change in remuneration will be considered during the initial period.

TERMS OF ENGAGEMENT:

1. The engagement will be strictly contractual, on a full-time basis, for an initial period of 2 (Two) years. The contract may be extended further depending on assessment of performance, mutual willingness, and requirement.

2. Paid leave of absence will be 1 day per completed month, with no accumulation of leave beyond the calendar year.
3. The services of the Consultants/Senior Consultants may be terminated by either party by giving one month's notice. However, the Ministry may terminate the services at any time in unavoidable special circumstances.
4. The engagement is on a full-time basis. Normal working hours will be from 0900 to 1730 hrs, subject to change from time to time. Saturdays/Sundays will remain closed as weekend off. In exigencies, the incumbent may be required to work beyond office hours and/or on holidays. No extra allowance or remuneration for such work is admissible. The incumbent shall not accept any other professional appointment, paid or otherwise, in government or private sector or in any other organization of any kind during the term of engagement.

APPLICATION PROCEDURE:

1. Mode of Application:

- Applications must be made in the prescribed format (available on the IPA website – www.ipa.org.in).
- Applications not in the prescribed format will be summarily rejected.

2. Submission Process:

Applications must be submitted through [speed post/registered post as applicable] to the following address:

Executive Director
Indian Ports Association
1st Floor, South Tower, NBCC Place,
Bhisham Pitamah Marg,
Lodhi Rd, New Delhi, Delhi 110003

3. Required Documents:

1. Duly filled application form attached as **Annexure – I**.
2. Self-attested copies of documents in support of all qualifications (Educational and Experience).
3. Copy of last drawn salary/Form 16.
4. Two recent passport size photographs.

4. Important Dates:

- Last Date for Receipt of Applications: 18.09.2026
- Tentative Date for Selection Process: October 2026 (exact dates will be communicated to shortlisted candidates)

GENERAL INSTRUCTIONS:

1. The crucial date for determining eligibility criteria, experience, and age shall be the last date for receipt of applications.
2. Candidates currently employed in Govt./Public Sector/Autonomous bodies must produce a 'No Objection Certificate' at the time of interview.
3. Candidates from the private sector should enclose a copy of Form 16/pay certificate for the period of experience claimed, along with appraisal reports.
4. IPA reserves the right to cancel/restrict/modify the recruitment process, if needed, without issuing any further notice or assigning any reason thereof.

5. Mere fulfilment of eligibility criteria will not confer any right to be called for interview. IPA reserves the right to shortlist candidates for interview.
6. Candidates have to submit their willingness for the post at the time of interview. If selected, the candidate must join within one month of issue of the appointment letter.
7. IPA takes no responsibility for any delay in receipt or loss in postal transit of any application. Applications received after the due date will be summarily rejected.
8. Any form of canvassing will lead to disqualification of the candidature.
9. Any dispute with regard to this recruitment process will be subject to the courts/tribunals having jurisdiction over Delhi.

**Executive Director
Indian Ports Association**

CV- PROFORMA

1. Name of Post Applied for :
2. Name :
3. Current Organisation & Designation :
4. Date of Birth (in Christian era) :
5. Postal Address :
6. Mobile no. & Email :
7. Qualifications :

8. Details of employment in chronological order: -

No.	Office/ Institute/ Organisation	Post held	From	To	CTC	Nature of duty

9. Your present annual CTC:

10. Additional information, if any, which you would like to mention in support of your suitability for the post.
(Enclose a separate sheet, if the space is insufficient.)

Signature of the candidate with date

Enclosures

[To be furnished]

1. Date of Birth Proof
2. Duly filled application form attached as **Annexure – I**
3. Self-attested copies of documents in support of all qualifications (Educational and Experience)
4. Copy of last drawn salary/Form 16
5. Two recent passport size photographs