

# BIHAR VIKAS MISSION

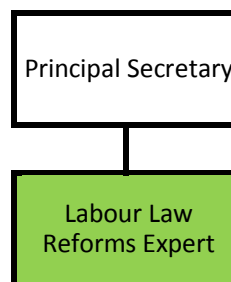
## Job Description



### 1. General Information

<b>Position Title:</b>	<b>Labour Law Reforms Expert</b>
<b>Reports to:</b>	<b>Principal Secretary – Labour Department</b>
<b>Department:</b>	<b>Bihar Vikas Mission</b>
<b>Job Code:</b>	

### 2. Organization Chart



### 3. Key Accountabilities

#### Strategizing and Expert Advisory

- Design a strategic plan and roadmap for the labour law reforms in the State, in conjunction with relevant stakeholders in the Department (Principal Secretary, Secretaries etc.) and related functionaries
- Contribute to the Department's work plan to improve the ease of doing business & industry-friendliness of the State and the same time protecting the rights & promoting welfare of the labour, through insightful analysis, modeling and innovative solutions
- Conduct industry & market research and provide insights & perspective to ensure incorporation of best practices and latest trends & technologies from different states and facilitate management decision-making
- Assist the Department in formulating investor-friendly policies and reforming existing policies in order to attract investment and facilitate development of industry in the State, as required
- Support the Department in required process and system reforms to ensure effective implementation of the strategic plan, as required
- Provide expert advice for development of proposals & plans for planning & implementation of various initiatives for simplification of labour laws in the State and assist the Department to obtain and meet necessary compliances and regulations, as required
- Liaise with relevant officials in the Department to develop ideas and plans to address departmental priorities related to Labour Resources and undertake strategic and operational planning exercises
- Establish and build partnerships with important and relevant public and private sector bodies and organizations like National Labour Law Association, Union Ministry of Labour and Employment, Labour Resources Departments of other states, etc. to garner support for creating progressive labour laws in the state
- Provide guidance and support to the Department in the communications, promotion, branding plans and activities to highlight the efforts of the Department and Government of Bihar towards making the state industry and labour friendly, as required

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### Continuous Improvement

- Identify opportunities for continuous improvement of systems, processes and practices taking into account international and national best practices, in order to facilitate cost optimization and productivity improvement

### Policies, Systems, Processes & Procedures

- Recommend improvements to functional procedures and follow all relevant departmental policies, processes, standard operating procedures and instructions so that work is carried out in a controlled and consistent manner

### Related Assignments

- Perform other related duties or assignments as and when required

## 4. Qualifications and Experience

### Minimum

- Bachelor's or higher degree (full time) in Law / PG Diploma (2 years full time) or Master's degree or higher (full time) in Labour Relations
- Minimum 10 years of post-qualification experience in Labour law

OR

- Ex-Labour Commissioner

OR

- Retired personnel from Government with minimum 10 years of experience in Labour law and / or Labour law reforms and / or Labour policy development and / or administration (last held position should not be lower than Joint Secretary or equivalent level)

OR

- At least 10 years of post-qualification experience in Indian Administrative Service / 15 years of post-qualification experience in State Administrative Service (last held position should not be lower than Joint Secretary or equivalent level) with minimum 3 years of experience in labour law reforms and / or labour policy development and / or administration

### Preferred

- Less than 65 years of age as on 1st January 2020.
- Experience in labour law reforms / labour policy development and administration with state / central government organisations / bilateral / multilateral organizations (like ILO, IMF, UN, World Bank, ADB)
- Certificate / courses in labour relations / employment laws / labour law
- Honors / Awards in relevant area will be an added advantage

## 5. Knowledge and Other Skills

- Strong interpersonal skills and networking skills
- Fluency in written and spoken English and Hindi is essential
- Experience of statutory and compliance of labour laws in the industry

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- Experience of working with government, PSUs and multilateral or bilateral funding agencies
- Strong regulatory knowledge of India's and State of Bihar's labour laws and regulations