

No.12024/2/2018-Estt
Government of India
Ministry of Tribal Affairs

Shastri Bhawan, New Delhi- 01

Date: 21.09.2020

CIRCULAR

Subject: Engagement of retired Government servant as consultant in Hindi Division the Ministry of Tribal Affairs reg.

Ministry of Tribal Affairs invites application from retired Government officers, who retired at the level of Assistant Director (OL) /Deputy Director (OL) for engagement as Consultant in the Hindi Division of this Ministry initially for a period of six months. The details of engagement are as under:-

1.	Designation	Consultant
2.	Period of engagement	Six months
3.	No. of Personnel required	One
4.	Place of posting	Hindi Division of the Ministry of Tribal Affairs, New Delhi
5.	Remuneration per month	Pay at the time of retirement minus pension.
6.	Age Limit	Not beyond 65 years
7.	Eligibility	Retired Government Officer at the Level Assistant Director (OL) / Deputy Director (OL) with knowledge of Hindi Translation and computer usage
8.	Nature of duties	Translation work
9.	Closing date for submission of applications	Application in the prescribed proforma alongwith copy of education certificates, PPO and LPC may be submitted only through email by 03.10.2020
10.	Application to be forwarded to	Email: reema.sharma@nic.in mk.yadav88@gov.in

2. The above said engagement is purely on temporary and on contract basis. The selected candidate will not have any right to seek regularization in any post in this Ministry. Further the selected person will be governed by the provisions in the guidelines for engagement of Consultants in this Department as amended from time to time.



(Reema Sharma)

Under Secretary to the Government of India

Tel: 011-23387187

To

1. All Ministries and Departments of the Govt. of India with the request to give wide publicity to the circular among the concerned.
2. The Under Secretary, CS-I Division, Department of Personnel & Training, Khan Market, New Delhi with request to upload DoPT's website.
3. The Deputy Director(service), Department of Official Language with request to upload their website
4. NIC for publishing the vacancy in the Ministry's website.
5. Assistant Director(OL), for information
6. E-office Notice Board/ Guard File

PROFORMA

Application for appointment of Consultant in Ministry of Tribal Affairs

1.	Name in full (Block Letters)				
2.	Date of Birth				
3.	Date of Superannuation from Govt. Service				
4.	Educational Qualifications				
5.	Complete Residential Address				
6.	Telephone/Mobile No.				
7.	E-mail ID				
8.	Position held since entry into service				
9.	Last pay drawn (Copies of LPC and PPO should be enclosed in case of retired Govt. servants)				
10.	Pension drawn (in case of retired Govt. servants)				
S.No.	Organisation where served and designation	Scale of Pay & Pay	From	To	Nature of work performed

11. Additional relevant information, if any, in support of your suitability for the said engagement. Attach a **separate sheet, if necessary.**

Name & Signature of the applicant:

Place:

Date: