

मिसिल संख्या / File no. A-40011/1/2024-Estt. (E- 29004)

भारत सरकार / Government of India
रसायन और उर्वरक मंत्रालय / Ministry of Chemicals and Fertilizers
औषध विभाग / Department of Pharmaceuticals

शास्त्री भवन, नई दिल्ली-110 001
Shastri Bhawan, New Delhi—110 001
दिनांक/Dated 17th October 2025

Circular

Subject: Inviting applications from the retired employees of Central Govt. Departments for rendering their services as Consultant in Department of Pharmaceuticals, Ministry of Chemical & Fertilizers –regarding.

It is proposed to engage retired employees of Central Govt. Departments to render their services as Consultant in Department of Pharmaceuticals as per details given below: -

1.	Name of the Post	Consultant (non-tech grade-II)
2.	Total vacancies	02 [01 post from retired Director/DS/US with legal background and 01 post from Retired Sr. PPS/PPS]
3.	Period of engagement	Initially for a period of 01 year. The contract can be extended for a further period not exceeding 05 years as per requirement basis.
4.	Job Location	Shastri Bhawan, New Delhi-110001
5.	Eligibility Criterion	Officers retired from Central Govt. Departments/PSUs
6.	Age Eligibility	Should not be more than 64 years of age on the last date of receipt of the application.
7.	Remuneration	A fixed monthly amount arrived at by deducting the basic pension from the last pay drawn + TA/DA as per admissibility. The amount of remuneration so fixed shall remain unchanged for the term of the contract.
8.	Leave	18 days leave during the period of 01 year on pro-rata basis
9.	Working Hours	• Normal Office timings from 9:00 AM to 5:30 PM • May also have to devote more time to meet the exigencies of work, if required.
10.	How to apply	The applications in the prescribed format (complete in all respects) along with the requisite documents may be submitted at the following address: The Section Officer (Estt./Admn.) Department of Pharmaceuticals, G-32, Shastri Bhawan New Delhi-110 001. The application may also be mailed at SO-Establishment@pharma-dept.gov.in .
11.	Last date for receipt of application	31.10.2025

2. Detailed guidelines for Hiring of Non-Technical Consultants on contract basis in the Department of Pharmaceuticals are available on website of Department (<https://pharmadept.gov.in>).
3. For purposes of the selection process, a reasonable number of eligible candidates may be shortlisted as per such method as deemed fit, for consideration and personal interaction with the Selection Committee.
4. Department of Pharmaceuticals reserves the right to withdraw this circular at any time, without assigning any reason.


(Sandeep Kumar) 17/12/25

Under Secretary to the Government of India
Tel.: 011 23382096
Email: US-Establishment@pharma-dept.gov.in

Copy to:

Tech Director, NIC, Department of Pharmaceuticals - with request to upload the circular on website of Department.

APPLICATION FORM FOR CONSULTANT (NON-TECHNICAL GRADE-II) IN DEPARTMENT OF PHARMACEUTICALS

1.	Name				
2.	Father's Name				
3.	Date of Birth				
4.	Nationality				
5.	Mailing Address				
6.	Telephone/Mobile No.				
7.	Mailing Address (with Telephone/Mobile No. and E-mail address)				
8.	Permanent Address				
9.	Educational Qualification				
	Course	Subject	University/ Institute	Year of Passing	Division/ Class
10.	Work Experience (Add a separate sheet, if required)				
	Organization/ Institute	Period		Nature of Work	Remarks
		From	To		
11.	Reference	1.			
		2.			

Declaration

I hereby declare that all statements and particulars made/furnished in this application are true, complete and correct to the best of my knowledge and belief. I also declare and fully understand that in the event of any information furnished being found false or incorrect at any stage, my application/candidature/contract is liable to be summarily rejected at any stage.

Date:

Place:

(Signature of applicant)