

F. No. A-41011/4/2014-Estt.
Government of India
Ministry of Chemicals & Fertilizers
Department of Pharmaceuticals

Applications are invited for engagement of three consultants on contract basis with consultancy fee of Rs. 25,000/- per month from retired Central Govt. servants who have retired at the level of section officer or above. The work profile and responsibility would be equivalent to that an Assistant/Section Officer in Central Government.

2. Applications in the prescribed format may be sent to Section Officer (Estt.) Department of Pharmaceuticals, Garage No.32, 'A' Wing, Shastri Bhawan, New Delhi-110001 latest by 25th November, 2014. The application proforma and the details about the ibid Circular may be downloaded from the website of the Department: <http://pharmaceuticals.gov.in> or be obtained from this office on any working day.

(S.R. Meena)
Under Secretary to the Govt. of India
Tele: 23382096

F. No. A-41011/4/2014-Estt.
Government of India
Ministry of Chemicals & Fertilizers
Department of Pharmaceuticals

Shastri Bhawan, New Delhi
Dated 3rd November, 2014

OFFICE MEMORANDUM

Subject:- Engagement of Non-Technical consultants in the Department of Pharmaceuticals-regarding.

It is proposed to engage three retired Government servants to work as full time Consultant with the following terms and conditions:-

- i. Must have retired from Central Government service at the level of Section Officer or above;
- ii. The consultants proposed for engagement should be well acquainted with the functioning of Central Government Ministries/Departments.
- iii. The work profile and responsibility would be equivalent to that of an Assistant/Section Officer in Central Government.
- iv. The engagement shall be initially for a period of one year, or whenever regular incumbent are available whichever is earlier.
- v. The total working hours will be 42.5 hours in week with starting time not later than 10.30 AM. However, in exigencies of work, he/she may be required to sit late and he may be called on Saturday/Sunday and other Gazetted holidays.
- vi. Consultants shall be eligible for 08 days leave during the period of one year. However, un-availed leave cannot be carried forward, in case of extension beyond one year.
- vii. The engagement may be terminated at any time by the Government without assigning any reason by giving a notice of fifteen days.
- viii. The consolidated consultancy fee would be Rs. 25,000/- (Rupees Twenty Five Thousand only) per month. No other allowances will be admissible.

3. The persons who fulfill the eligibility criteria and are willing to offer their services as Consultant, may submit their applications in the prescribed proforma as in Annexure-I, latest by 25th November, 2014 to Section Officer (Estt.), Department of Pharmaceuticals, Garage No.32, 'A' Wing, Shastri Bhawan, New Delhi-110001.

4. It is requested that Ministries/Department may give this circular a wide publicity among their staff and may bring it to the notice of their subordinate/Attached offices.

(S.R. Meena)

Under Secretary to the Govt. of India

To

All Ministries/Departments of the Government of India

Copy to: NIC, D/o Pharmaceuticals, for uploading this OM the website.

PROFORMA

Engagement as Consultant in Department of Pharmaceuticals, Shastri Bhawan,
New Delhi-110001.

1.	Name			
2.	Date of Birth			
3.	Contact Number (Mobile)			
4.	Address for communication			
5.	Date of Joining Government Service			
6.	Date of retirement			
7.	Name of the Ministry/Department from which retired			
8.	Last Pay drawn (Pay in Pay band & Grade Pay)			
9.	Educational Qualification			
10.	Details of Knowledge in Computer			
11.	Brief particulars of Experience in the grade of Assistant and above		Ministry/Department	Subject handled

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I further declare that I was clear from vigilance angle at the time of my retirement.

(Signature of the Applicant)