

File No.5-12/2021-NIPB/Computer No.-158519
ICAR-NATIONAL INSTITUTE FOR PLANT BIOTECHNOLOGY
LBS Building, IARI, Pusa Campus, New Delhi

Dated: - 16th September, 2022

ADVERTISEMENT

Subject: Inviting applications for engagement of 01 (one) Consultant from retired personnel of Central Government/State Government/Autonomous department reg.

1. Number of Consultants to be engaged, eligibility conditions, period of engagement and scope of work are as under:-


(i)	Number of Consultants to be engaged	01 (One)
(ii)	Eligibility condition	Retired as PS/PA level in the Pay Level - 7/8 from any Central Government/State Government/ Autonomous Department.
(iii)	Scope of work	Secretarial Assistance & Compilation of various reports

2. General Conditions for the posts:-

(i)	Period of engagement	01 year
(ii)	Job Location	ICAR-NIPB, LBS Building, IARI, Pusa Campus, New Delhi
(iii)	Age Eligibility	Age should be less than 64 years as on 31-08-2022
(iv)	Remuneration	Last pay drawn minus pension <ul style="list-style-type: none">• Fixed remuneration {or Rs. 30,000/- whichever is less}• No DA• No HRA
(v)	Leave	Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year may not be allowed.
(vi)	Working Hours	<ul style="list-style-type: none">• Normal office timing from 09:30 AM to 04:30 PM• May also have to devote more time than usual to meet the exigencies of work, if required• Will be required to work from home in any conditions of lockdown/govt. Instructions.• Normal working days are Monday to Saturday. However, will be required to attend office on such Saturday/Sunday/holidays depending on exigencies of work
(vii)	Terms of Engagement	The Competent Authority reserves the right to terminate the engagement forthwith if the Consultant fails to deliver the desired work performance.
(viii)	How to apply	The application in the prescribed format (complete in all respect) alongwith the requisite document i.e. <ul style="list-style-type: none">• Copy of PPO• Last Pay Certificate• Bank Details• Aadhar Card• PAN Card May be forwarded to following address: Senior Administrative Officer ICAR-NIPB Room No:-232 ICAR-NIPB, LBS Building, IARI, Pusa Campus, New Delhi-110012 Email:- sao.nipb@icar.gov.in / director.nipb@gmail.com
(ix)	Last date for receipt applications	08-10-2022

(x)	Procedure for selection	A Selection Committee in the Institute shall first shortlist the application on the basis of the criteria decided and thereafter, the committee will hold an interview of the shortlisted candidates, on 12 th October, 2022.
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3. The Competent Authority has right to cancel the vacancy/advertisement and not go for engagement of Consultant, at any stage. At any stage, it may accept or reject any or all the applications, without assigning any reason therefore, whatsoever.
4. The intellectual property rights of the data collected as well as deliverables produced for Institute shall remain with the Institute. No one shall utilise or publish the same or disclose or part with any part of the statistics/date or information collected for the purpose of assignment or during the course of the assignment for the Institute without written express consent of the Institute. The shall be bound to hand over the entire set of records assignment to the Institute before the expiry of the Contract.
5. Eligible retired officers, in good health and who are interested may submit their applications in the enclosed format before the closing date. Applications received with incomplete information or received beyond the closing date will not be considered and will be summarily rejected.
6. The Competent Authority has right to terminate the engagement with prior intimation of 30 days.


Assistant Administrative Officer
ICAR-NIPB, New Delhi
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Email id: - sao.nipb@icar.gov.in

APPLICATION FOR THE POST OF CONSULTANT
AT ICAR-NATIONAL INSTITUTE FOR PLANT BIOTECHNOLOGY, NEW DELHI
 (Last date for receipt of application – 08.10.2022)

1.	Name				
2.	Designation at the time of retirement				
3.	PPO NO.				
4.	Pay Level in which retired				
5.	Last pay drawn				
6.	Name of the Department from where retired				
7.	Date of retirement				
8.	Monthly pension sanctioned				
9.	Address for correspondence				
10.	Bank Account Details Name of Bank: Branch: Account No: IFSC code:				
11.	Contact No.: Alternate Contact No.:				
12.	Email id				
13.	PAN No.				
14.	Experience details	Please provide information in the format below. [Please furnish experience details of and above the level of PAPS only			
	Name of the Min/Deptt./ Organisation	Period		Designation (Starting from beginning of service)	Brief details of the work handled
		From	To		

15. Additional relevant information, if any, in support of your suitability for the said engagement (Attach separate sheet if necessary)

Declaration

I hereby declare that all statement made by me in this application are true and complete to the best of my knowledge and belief. I further declare that I was clear from Vigilance angle at the time of retirement. I have read this document and ready to accept the terms and conditions for engagement of Consultants.

Signature of applicant

Name: _____

Place:

Date: