ADVERTISEMENT FOR ENGAGING RETIRED GOVERNMENT SERVANTS ON CONTRACT BASIS AS CONSULTANT

Applications are invited from retired officials from Government Departments / PSUs/ Autonomous bodies etc who have experience in work relating to vigilance, legal, personnel management, framing / revision of recruitment rules, court cases, e-governance, administration, etc., for engagement on short-term contract basis as Consultant in the headquarters office of Nehru Yuva Kendra Sangathan (NYKS), an autonomous body under Ministry of Skill development, Entrepreneurship, Youth Affairs & Sports, Government of India on the attached terms & conditions. Interested candidates may apply in the application format enclosed, along with attested copies of their certificates, etc. to the Director General , Nehru Yuva Kendra Sangathan, Core-4, 2nd Floor, Scope Minar, Lakshmi Nagar District Centre, Vikas Marg, Delhi – 110092, by 15th of September, 2014.

- (Deputy Director – Personnel)

Delhi
28.08.2014
Terms and Conditions

1) The nature of engagement

The engagement of the Consultant would be on full-time basis and he would not be permitted to take up any other assignment during the period of Consultancy with the NYKS. The engagement will be of a temporary (non-official) nature and the engagement can be cancelled at any time by the NYKS without assigning any reason.

2) Scope of Work/Job Responsibility

He / she shall be working in the NYKS Headquarters, Delhi and shall have to discharge the objectives, tasks within the schedule of completion of the tasks with the final outputs that will be required by the assignment.

- To advice on matters relating to Vigilance, Personnel and Legal of NYKS, wherever advice sought for
- Monitoring of Vigilance cases
- Personnel matters especially on Cadre review, preparation of reservation rosters, formation of pension trust, preparation of replies to C&AG Audit paras relating to the subject, etc.
- Parliament Assurances and other Parliamentary matters relating to Vigilance, Legal and Personnel matters.
- Preparation of brief notes for Board of Governors / Chairperson, NYKS on the relevant subjects
- Matters related to Court Cases, VIP, RTI references.
- Miscellaneous matters.

If there is no sufficient work for a full time functionary, the NYKS may entrust him/her some other work in addition to the job responsibilities assigned as above.

3) Remuneration / fee

The remuneration / fee of the retired government officials will be fixed as per the DoP&T instructions as contained in their O.M. No.16012/12/2005-Estt.(Allowances) dated 10.03.2006 i.e. fee should not exceed (last pay drawn + DA) minus (Pension + Dearness pay thereon).

4) Allowances / facilities

Consultants shall not be entitled for any allowances such as Dearness Allowance, Residential Telephone, Transport facility, Residential Accommodation, Personal staff, CGHS, Medical reimbursement, etc.

5) Tax deduction at source

There shall be a deduction of Tax at Source (TDS) as per the rates of TDS fixed by the Government for professionals from time to time.
6) Period of engagement

The initial term of engagement shall be for one year from the date of joining. Subsequent extension (s) if any, shall be decided on year to year basis depending upon the specific job and the time frame for its completion upto the age of maximum 65 years and as per rule 163 of GFR. The appointment of Consultant would be on full time basis and they would not be permitted to take up any other assignment during the period of consultancy.

7) Leave

He shall be eligible for 12 days’ leave in a calendar year on pro-rata basis. Therefore, he shall not draw any remuneration in case of his absence beyond 12 days in a Year (calculated on a pro-rata basis). Also un-availed leave in a calendar year cannot be carried forward to next calendar year, if his term of engagement is considered for extension. The NYKS would be free to terminate the services in case of his absence by more than 15 days beyond the entitled leave in a calendar year.

8) TA/DA

No TA/DA shall be admissible for joining the assignment or on its completion. He/she will not be allowed foreign travel at NYKS expenses. However, he/she may be allowed local conveyance on actual basis subject to a maximum of Rs.2,000/- per month. He/she shall be allowed TA/DA for his travel inside the country in connection with the official work, if any, as follows:

Reimbursement of Second AC Train fare/ Air fare (economy class). DA- Reimbursement for Hotel accommodation of upto Rs.1500/- per day; reimbursement of travel charges of upto Rs.150/- per diem for travel within the city and reimbursement of food bills not exceeding Rs.200/- per day.

9) Evaluation of performance of the Consultants

There will be a continuous monitoring of the performance of the consultants to ascertain that the output of the consultancy is in line with the given objectives.

DECLARATION

I, ------------------------------------------- S/o / D/o ------------------------------------------- have carefully read and understood the above terms and conditions and shall abide by these terms and conditions during my tenure as Consultant.

Signature of the applicant

Name & Address with contact number

Place :
Date:
# APPLICATION FORMAT

1. **Name:** :
2. **Father’s Name:** :
3. **Date of Birth:** :
4. **Designation (last post held and office at the time of retirement):** :
5. **Educational Qualification:** :
6. **Experience:** :
7. **Address for Correspondence:** :
8. **Tel. No. & e-mail ID:** :
9. **Date of Retirement from the Service of Government/PSU/autonomous body:** :
10. **PPO No.:** :
11. **Details of present employment (if applicable):** :

I hereby declare that all the statements made in this application are true and complete to the best of my knowledge and belief. I understand that action can be taken against me by the concerned authorities if I am declared by them to be guilty of any type of misconduct mentioned herein. I have informed my Head Office / Deptt. In witting that I am applying for this selection.

**Signature of the candidate**

Name: ____________________________

**Place:**

**Date:**