

File No: Admn-17011/8/2018-JS(Admn)-CIC

केंद्रीय सूचना आयोग

Central Information Commission

बाबा गंगनाथ मार्ग/Baba Gangnath Marg

मुनिरका/Munirka, नई दिल्ली/ New Delhi – 110067

Date: 10/05/2019

Sub: Engagement of Officers retired from Central Government, PSUs etc. as Consultant Section Officer & Consultant Assistant in Central Information Commission on contract basis.

The Central Information Commission proposes to prepare a panel for the post of Consultant Section Officer & Consultant Assistant from Officers who have recently retired from Government Services, PSUs etc or any other similar forum from the level of Under Secretary, Section Officer & Assistant and are willing for engagement as Consultant in the Commission.

2. The Essential Qualifications are:
 - a) Officer should have experience in the field of Administration, Accounts and in general working of the Government, PSUs etc.
 - b) The officer should have working knowledge of MS Office, Computer handling & Internet browsing.
 - c) Age not exceeding 62 years.
3. The terms and conditions of their appointment will be as follows:-
 - i) The remuneration payable would be ₹ 42,000/- (fixed) to Consultant Section Officer and ₹ 32,000/- (fixed) for Consultant Assistant.
 - ii) The period of engagement will be initially for six months and is further extendable as per requirement based on their performance.
 - iii) They shall not be entitled for perquisite such as HRA, CCA, TA, residential accommodation etc.
 - iv) No TA/DA would be admissible to them for joining the assignment or on its completion.
 - v) During the period of consultancy the Officer would be

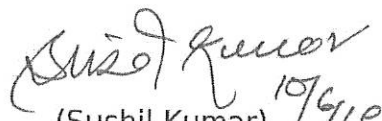
(Signature)
19/6/19

required to attend the all important items of works pertaining to Commission as assigned to by the Commission from time to time.

vi) During the period of their assignment with the Central Information Commission and also thereafter, it is likely that they may come across certain information of important/confidential nature. They will not divulge any information gathered by them during the period of their assignment to anyone who is not authorized to know/have the same.

4. Method of selection: Shortlisted candidates will be called for interview by the selection Committee. A panel would be formed of the candidates who qualify the interview and would be engaged as consultant as per the requirement of the Commission.

5. Willing retired Officers are requested to send their detailed Bio-data and contact details specially mentioning the areas of experience to the undersigned on the enclosed proforma within 30 days from the date of issue of the advertisement.


(Sushil Kumar) 10/6/18
Deputy Secretary (Admn)

NIC/CIC for uploading on website of CIC.

PROFORMA

ENGAGEMENT OF CONSULTANT IN CENTRAL INFORMATION COMMISSION ON CONTRACT BASIS

1. Name of the applicant :
2. Post for which applied :
3. Post from which Superannuated
:
4. Date of Birth :
5. Contact No. (Mobile No.) :
6. Email
Id :
7. Address for Communication :
8. Date of joining in Government service :
9. Date of Superannuation :
10. Name of Ministry/Department from
Which retired (Attach copy of PPO) :
11. Educational Qualification :
12. Details of knowledge of Computer :
13. Brief particulars of Experience :

Period		Post held on regular basis (Scale of Pay)	Ministry/Department	Brief description of duties
From	To			

12. Any other information :

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.

Dated:
applicant

Signature of the