

No.21/7/2023-CS.I (Coord.)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
(CS.I Division)

Lok Nayak Bhawan, New Delhi
Dated: 12.02. 2024

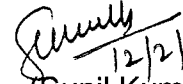
OFFICE MEMORANDUM

Subject: Inviting applications for engagement of retired Central Government officers as Consultants on contract and co-terminus basis with the Commission constituted under the Commission of Inquiry Act, 1952 in the Department of Social Justice and Empowerment-reg.

Reference is invited to Circular No. RL-12016/9/2021-RL CELL-Part (1) dated 07.02.2024 (Copy enclosed) inviting applications from retired Government officials on the subject cited above. The last date for the receipt of applications is 29.02.2024.

2. In case of any further clarification, applicants are requested to contact the Ministry/Department/ Office concerned directly.

Encl: As above


12/2/2024
(Sunil Kumar)

Under Secretary to the Government of India

To

The Retired CSS Officers (Through DoPT's website)

No. RL-12016/9/2021-RL CELL-Part(1)
Government of India
Ministry of Social Justice & Empowerment
Department of Social Justice & Empowerment

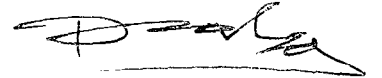
Shastri Bhawan, New Delhi-01
Dated: 07th February, 2024

OFFICE MEMORANDUM

Subject: Notice inviting applications for engagement as Consultants on contract and co-terminus basis with the Commission constituted under the Commission of Inquiry Act, 1952 in the Department of Social Justice and Empowerment.

The undersigned is directed to inform that Department of Social Justice and Empowerment has issued a Circular dated the 7th February, 2024 (copy enclosed) for inviting applications from suitable eligible retired government officers for engagement as Consultants on contract and co-terminus basis with the Commission. The last date prescribed for receipt of applications in D/o SJ&E is 29th February, 2024. A copy of circular is also readily available on the website of D/o SJ&E (www.socialjustice.gov.in).

2. It is requested that the above Advertisement of D/o SJ&E may please be got uploaded on the website of DoP&T for giving wide publicity amongst suitable eligible candidates.



(Prabhudas Xalxo)
Director

Encl: As above

The Deputy Secretary [CS-I(Coord.)],
CS.I Division
Department of Personal & Training
Lok Nayak Bhawan, Khan Market
New Delhi

Prabhudas Xalxo
VS (Coord.)

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No. RL-12016/9/2021-RL CELL-Part(1)
Government of India
Ministry of Social Justice & Empowerment
Department of Social Justice & Empowerment

Shastri Bhawan, New Delhi-01
Dated: 07th February, 2024

CIRCULAR

Subject: Notice inviting applications for engagement as Consultants on contract and co-terminus basis with the Commission constituted under the Commission of Inquiry Act, 1952 in the Department of Social Justice and Empowerment.

Department of Social Justice & Empowerment invites applications for engagement of Consultants from retired officers from Central Government Ministries/Departments, for engagement as Consultant purely on contractual and co-terminus basis of Commission constituted under the Commission of Inquiry Act, 1952, in this department.

2. The eligibility criteria/experience and terms and conditions of the engagement are as under:

Consultant for Post of Senior Research Officer (02 posts): Retired officers of Central Government who have served on the post of Sr. Research Officer. Candidate must be possessing five years' experience of analysis of statistical data and interpretation.

Consultant for Post of Research Officer (03 posts): Retired officers of Central Government who have served on the post of Research Officer. Candidate must be possessing two years experience of conducting survey or research in the field of social welfare including analysis of data and preparation of the reports.

Consultant for Post of Investigator (02 posts): Retired officers of Central Government who have served on the post of Investigator. Must be possessing one year experience in conducting socio-economic surveys or studies and in drafting report.

Consultant for Post of Section Officer (01 post): Retired officers of Central Government who have served on the post of Section Officer of CSS.

Consultant for Post of Assistant Section Officer (02 posts): Retired officers of Central Government who have served on the post of Section Officer of CSS.

Consultant for Post of Private Secretary for Chairperson (01 post): Retired officers of Central Government who have served on the post of Senior Principal Private Secretary of CSSS.

Consultant for Post of Additional Private Secretary for Chairperson (01 post): Retired officers of Central Government who have served on the post of Principal Private Secretary of CSSS.

Consultant for Post of Assistant Private Secretary for Chairperson (01 post): Retired officers of Central Government who have served on the post of Private Secretary of CSSS.

Consultant for Post of Private Secretary for Director (Research) (01 post) Retired officers of Central Government who have served on the post of Private Secretary of CSSS.

Consultant for Post of Personal Assistant (01 post): Retired officers of Central Government who have served on the post of Private Secretary/Personal Assistant of CSSS.

Note: All the applicants should have competency in drafting of noting and communications and working knowledge in MS Word, MS Excel, MS Power Point, e-office etc.

3. The tenure of contract shall be initially for one year which is extendable on the basis of requirement of the office and performance of the candidate and on co-terminus basis with the Commission, whichever is earlier. The Contract can be terminated at any time at the discretion of the Department, if the performance of the person so engaged is not found satisfactory.

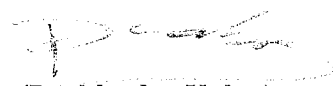
4. The Department of Social Justice & Empowerment reserves the right to accept or reject the applications without assigning any reasons.

5. **Cut-off Age:** The age of the applicant shall not exceed **63 years as on last date of receipt of application.**

6. **Monthly remuneration:** The monthly remuneration of the Consultants will be regulated as per the instructions of the Department of Expenditure, Ministry of Finance's O.M. No. 3-25/2020-E.IIIA dated 09.12.2020. The Consultants may be called to the Office on Holidays or may be asked to sit late in the office after office hours, in case of exigency of work. No extra allowances will be permissible for the same.

7. Interested persons may apply in the enclosed proforma and may forward the signed scanned copy of the application along with enclosures via mail at **shubham.saini95@gov.in on or before the closing date.**

8. The last date for receipt of applications is **29.02.2024.**


(Prabhudas Xalxo)
Director

Encl: Prescribed pro-forma for application.

To

1. All Ministries/Departments.
2. NIC, D/o SJE with request to publish above advertisement in the website.
3. E-Office Notice Board, D/o SJ&E.

BIO-DATA

A. Post Applied For:

Affix a latest
Passport Size
Photograph

B. Personal Information:

1.	Name	
2.	Address for communication	
3.	Mobile No.	
4.	E-mail ID	
5.	Date of Birth	
6.	Date of Retirement	
7.	Name of Ministry/ Department from which retired (enclose copy of retirement order)	
8.	PPO Number (enclose copy)	
9.	Age as on 29.02.2024	
10.	Educational Qualification	
11.	Professional Qualification, if any	

12. Details of previous employment/ experience (in Chronological order) (Add a separate Sheet if required)

S.No.	Name of Organisation	Post Held	Period of Employment		Nature of assignments undertaken	Last Pay Drawn
			From	To		

C. Certified that the information furnished above are true to the best of my knowledge and belief. I understand that in case any of the information furnished above is found to be false, at any stage before or after appointment, my appointment will be liable to be cancelled and suitable legal action can be taken against me.

Signature

Enclosures:

Date: