

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 the 18th April, 2023

OFFICE MEMORANDUM

Sub: Vacancy Circular (VC) for engagement of retired Government Officers on contract basis at the level of Section Officer and Assistant Section Officer in the Director General of Health Services - Regarding.

Reference is invited to Directorate General of Health Services, Ministry of Health and Family Welfare's Circular No. A.15019/04/2021-Administration.I dated 06.04.2023 (copy enclosed) for inviting applications for engagement of retired Government Officers on contract basis at the level of Section Officer and Assistant Section Officer in the Director General of Health Services. The last date of the application is 30.04.2023.

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

Encl: As above

Sunil
18/04/2023
(Sunil Kumar)

Under Secretary to Government of India

To
(through DoPT's website): (For Retired Officers)

मिसिल संख्या A.15019/04/2021-प्रशासन-1

भारत सरकार

स्वास्थ्य एवं परिवार कल्याण मंत्रालय

स्वास्थ्य सेवा महानिदेशालय

(प्रशासन-1 अनुभाग)

निर्माण भवन नई दिल्ली

दिनांक 6th April, 2023.

परिपत्र

विषय: - Engagement of Retired Government Officers on contract basis at the level of Section Officer and Assistant Section Officer in the Directorate General of Health Services.

Directorate General of Health Services invites application for engagement of Consultant at Section Officer and Assistant Section Officer level. The eligibility criteria will be as under:

- For Section Officer level - Officers/Officials retired from substantive pay level 11,10, 9 & 8 from any service .
- For Assistant Section Officer level - Officers/Officials retired from substantive pay Level 9,8,7 from any service .
- Officer/Official retiring upto April,2023 will also be considered.

2. Applicant should have profound knowledge of administrative, establishment, financial matters viz. recruitment rules, handling court cases, promotion, reservation, procurement through GeM etc. from any Service for engagement as Consultant on contract basis. The consultant will be deployed in Dte.GHS (HQ) as well as other subordinate offices located in New Delhi. The Consultancy will be on temporary basis but likely to continue till regular incumbent joins the post. Detailed terms and conditions for engagement of consultants are annexed. The eligibility details of vacancies and other required information are as follows:

1	No. of consultants to be engaged on contract basis	(i) 7 (Seven) at the level of SO (Number may vary) (ii) 12 (Twelve) at the level of ASO(numbers may vary)
2	Maximum Age limit	63 years as on the date of application and officers/ officials retiring up to April, 2023 can apply for the post
3	Place of assignment	Directorate General of Health Services and its subordinate offices located in New Delhi
4	Assignments	1. Framing and Amendments of Recruitment Rules. 2. Handling of Court Cases; and 3. Other administrative & establishment matter. 4. Matter related to procurement through Gem portal etc.

2. Interested persons , who possess good health, and are in a position to join immediately may submit their particulars in the enclosed format along with relevant documents to the Section Officer, Administration-I

Section, Directorate General of Health Services. Ministry of Health & Family Welfare, Room No. 553 A-wing, Nirman Bhawan, New Delhi on or before 30th April, 2023.

संलग्न:- यथोपरी

संजय
6/4/2023
(संजय कटियार)
उप निदेशक
23063539

सेवा में:-

1. All Ministries/Departments(as per standard list)

प्रतिलिपि:-

1. PSO to DGHS.
2. PS to JS(HS)
3. Medical Superintendent, Dr. RML Hospital/ Safdarjung Hospital
4. Director (LHMC)
5. Under Secretary, (Admn.), MoHFW
6. MSO/CDSCO/ CHEB/NML
7. Under Secretary, CS-I(Coord.),DoPT, Lok Nayak Bhawan, New Delhi with the request to upload the circular on DoPT website.
8. DD (GA) for uploading in Dte.GHS website.

Annexure

Terms and Conditions for engagement as Consultant in the Directorate General of Health Services.

1. The consultant shall perform the services as assigned to him/her by his/her controlling officer/Administration Division.
2. The normal working hours would be from 9.30 a.m. to 6.00 p.m. with a lunch break of 30 minutes from 1.30 p.m. to 2.00 p.m. from Monday to Friday. The consultant will mark his/her attendance in Aadhar Enabled Biometric Attendance System.
3. In special circumstances, the Consultant could be called for services on holidays or beyond normal working hours for which no compensatory leave will be granted.
4. The consultancy will start from the date he/she joins.
5. The consultant shall be paid remuneration as per the formula of last pay drawn minus pension plus TA at the rate the retired Govt. servant drew at the time of retirement. Mandatory deduction, if any, will be made. The remuneration for services rendered in a month shall be payable in subsequent month.
6. Directorate General of Health Services shall have the right to examine/ review the services provided by him/her at any time.
7. The consultant shall perform his/her obligations under his/her consultancy with all necessary skills, diligence, efficiency and economy.
8. No other facility whatsoever except remuneration shall be provided to him/her by the Directorate General of Health Services in his/her capacity as Consultant.
9. The Directorate shall not be responsible for any loss, accident, damages/injury suffered by him/her whatsoever arising in or out of the execution of his/her work, including travel.
10. During the terms of the consultancy, he/she shall not be engaged in any private business or professional activity which could conflict with the interest of the Government.
11. The Consultant shall treat all official information as confidential and use the same only for purpose of the performance of the services.
12. The consultancy can be terminated by either side by giving at least 15 days prior notice.
13. He/She will be allowed 1.5 day's absence per month with remuneration. If this is not availed in a particular month the same shall be carried forward and can be availed in the next or subsequent month, but not more than three days absence in a single spell shall be allowed.
14. No typing assistance shall be provided.

APPLICATION FORMAT FOR ENGAGEMENT AS CONSULTANT AT SECTION OFFICER LEVEL
AND ASSISTANT SECTION OFFICER LEVEL IN THE DIRECTORATE GENERAL OF HEALTH
SERVICES

Application applied for

Affix recent passport size photograph

Name

Father's Name

Date of Birth

Date of Retirement

Office where last worked

Designation last held

Cadre from which belong

Last pay/pension drawn

Aadhar Number

Mobile Number

E-mail ID

Correspondence Address

Permanent Address

Educational Qualification

Work Experience (Add separate sheet if required)

Organization/Institute	Post held	Period		Nature of work	Remarks
		From	To		

Place

Date

(Signature)