

F.No.21/02/2020-CS-I(Coord)
Ministry of Personnel, Public Grievances Pension
Department of Personnel & Training
(C.S.I Division)

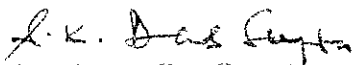
2nd Floor, 'A' wing,
Lok Nayak Bhawan,
Khan Market, New Delhi
Dated 10 February, 2020

OFFICE MEMORANDUM

Subject:- Engagement of retired Government Officers as Consultant (Hindi Translator) on retainer-ship basis in the Ministry of Rural Development - reg.

The undersigned is directed to circulate the Vacancy Circular No. A-60014/04/2020-Estt-I dated 31st January, 2020 (along with enclosures) received from Ministry of Rural Development who proposes to engage retired Government Officers as Consultants on retainer-ship basis in the Ministry of Rural Development.

2. In case of any further clarification, applicants are requested to contact the concerned Ministries/Departments.


(Sanjay Kumar Das Gupta)

Under Secretary to the Government of India
Tele:- 24629412

To,

All Ministries/Departments (through DOPT's website)

F. No. A-60014/04/2020-Estt-I
Government of India
Ministry of Rural Development
Department of Rural Development

Krishi Bhawan, New Delhi.

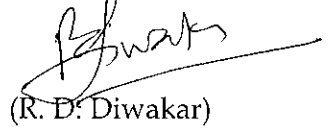
Dated 3/January, 2020.

CIRCULAR

Subject :- Engagement of Retired Central Government Officers as Consultant (Hindi Translator) on retainer-ship basis in the Ministry of Rural Development - reg.

The Ministry of Rural Development proposes to engage retired Government Officers as Consultant on retainer-ship basis in the Ministry of Rural Development as per the circular attached herewith.

2. DoPT is requested to publish this circular on its website for wider circulation)



(R. D. Diwakar)

Under Secretary to the Government of India

Tel. : 011-23070511

Email: diwakar.rd@nic.in

Department of Personnel & Training,
[kind attention : Smt. Rajul Bhatt, Director (CS_I)]
Lok Nayak Bhawan, Khan Market,
New Delhi-03.

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F. No. A-60014/04/2020-Estt-I
Government of India
Ministry of Rural Development
Department of Rural Development

Krishi Bhawan, New Delhi.

Dated 31st January, 2020.

CIRCULAR

Subject:- Engagement of Retired Central Government Officers as Consultant on retainer-ship basis in the Ministry of Rural Development - reg.

It is proposed to engage retired Government Officers to work as Consultant on retainer-ship basis in the Ministry of Rural Development against existing / anticipated vacancies of Junior Translation Officer, Senior Translation Officer, Assistant Director & Joint Director on the following conditions:

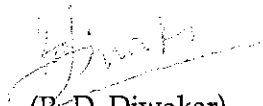
- a. Must have retired from Government Service as Junior Translation Officer, Senior Translation Officer, Assistant Director, Deputy Director & Joint Director.
- b. Must be well acquainted with functioning of Government Ministries and have experience of at least 20 years.
- c. Work profile and responsibility would be equivalent to post in the Central Government.
- d. Must have Master degree as per enclosed annexure -I from a recognized University.
- e. Must have excellent knowledge of Hindi Translation and Computer usage.

2. The engagement of retainers shall be subject to the following terms & conditions:

- i. Persons till the age of 64 years can apply.
- ii. Engagement shall initially be for a period of six months and may be extended for a period of one year depends upon availability of regular incumbents.
- iii. Extension of engagement, if any, shall be at the sole discretion of Competent Authority.
- iv. Working hours shall be from 9:00 a.m. to 5:30 p.m. on all working days including half an hour lunch break in between. However, in exigencies of work, he/she may be required to sit late and may be called on Saturdays/ Sundays and other Gazetted Holidays without extra remuneration.
- v. The consultant will be required to mark his/her attendance in Biometric Attendance System (BAS).
- vi. The consultant shall be entitled to 4 days leave in six calendar months calculated on pro-rata basis. The un-availed leave cannot be carried forward or encashed.
- vii. Individual will have to give one month prior notice for leaving the services of the Ministry.
- viii. Engagement may be terminated at any time by the Government without assigning any reason without any notice.
- ix. Ministry of Rural Development shall not be responsible for any loss, accident, damage or injury suffered by the individual arising out of execution of his/her official duty.
- x. The selected officers will be paid a consolidated fees of Rs. 50,000/- . He /She shall not

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- xi. He / She will not be allowed any domestic/foreign travel at Government expenses.
 - xii. Individual engaged shall not directly or indirectly communicate or reveal to any person or persons any matter, without the express written consent of the office.
 - xiii. Individual engaged shall not represent or give opinion or advice in any manner which is adverse to the interest of this office. He /She is not permitted to take up any other assignment during his period of engagement.

3. Interested persons who fulfill the above criteria may submit their applications in prescribed format (Annexure -II) to Under Secretary (Admin.), Room No. 455, 'G' wing, Krishi Bhawan, New Delhi - 110001 within 30 days from the date of publication of this circular in the Employment News / Rozgar Samachar. The applications received after last date shall not be entertained under any circumstance.


(R. D. Diwakar)

Under Secretary to the Government of India

Tel. : 011-23070511

Email: diwakar.rd@nic.in

To

1. DoPT with the request to upload this circular on their website for wider circulation.
2. All notice Boards in Krishi Bhwan.
3. Department of Official Language: with request to forward the panel of translators, if any, available with them and also give wide publicity to this vacancy notification.
4. Technical Director (NIC) with the request to upload the circular on the Ministry's website.

Copy to:-

Assistant Director (Advt.), Employment News, Publication Division, Ministry of Information & Broadcasting, 7th Floor, Soochna Bhawan, CGO Complex, Lodhi Road, New Delhi-03 with the request that the above circular (on the lines of proforma enclosed) may kindly be published in the next issue of Employment News and Rozgar Samachar and bill for publishing the vacancy circular be forwarded to this Ministry for arranging payment.


(R. D. Diwakar)

Under Secretary to the Government of India

Tel. : 011-23070511

Email: diwakar.rd@nic.in

Educational Qualification :-

Master's degree from a recognized University in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree level ;

OR

Master's degree from a recognized University in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level;

OR

Master's degree from a recognized University in any subject other than Hindi or English, with Hindi and English as a compulsory or elective subject or as the medium of a examination at the degree level;

OR

Master's degree from a recognized University in any subject other than Hindi or English, with English and Hindi as a compulsory or elective subject or as the medium of examination at the degree level;

OR

Master's Degree from a recognized University in any subject other than Hindi or English, with Hindi and English as compulsory or elective subject or either of the two as a medium of examination and the other as a compulsory or elective subject at degree level.

Annexure-II

Applications for Consultant on retainer-ship basis in Ministry of Rural Development, New Delhi.

Curriculum Vitae



- 1. Name (in BLOCK Letters) :
 - 2. Father's / Husband's Name :
 - 3. Date of Birth & present age as on 01.01.2020 :
 - 4. Permanent Address:

 - 5. Address for communication :

 - 6. Tele No./ Mobile No. :
 - 7. Email ID :
 - 8. Category (SC/ST/OBC/Genl.) :
 - 9. Date of retirement :
 - 10. Post from which retired :
 - 11. Name of the Ministry / Department from which retired:
 - 12. Last pay drawn / Level (enclose copy) :
 - 13. PPO Number (enclose copy) :
 - 14. Educational / Technical qualification (enclose copy) :
 - 15. Nature of duties attended while in service* :
 - 16. Detail of computer knowledge :
 - 17. Have you worked as Consultant or presently working as consultant? If yes, details of office and remuneration etc.* :
- * - attach additional sheet, if required.

(Certified that the information furnished above are true)

(Signature)

Name: