

No. A-12024/01/2018-Stats(PRC)
Government of India
Ministry of Health and Family Welfare
(Statistics Wing)

Red Cross Road, New Delhi-1
Dated the 29th March, 2019.

CIRCULAR

Subject : Engagement of one Consultant in the Statistics Division of Ministry of Health and Family Welfare on contractual basis.

Department of Health and Family Welfare invites applications from retired government official for engagement as Consultant in the Statistics Division of Ministry of Health and Family Welfare on contract basis for a period of one year. Detailed terms and conditions of engagement of consultant are annexed. The Eligibility criteria and other details are as follows:

1.	No. of consultant to be engaged on contract basis	1
2.	Age Limit	Maximum of 65 years as on date of application, relaxable in deserving cases
3.	Place of Assignment	Statistics(PRC) Division, Department of Health & Family Welfare
4.	Eligibility Conditions : (a) Essential Qualification : Retired Government official from the Government of India (b) Desirable Qualification : (i) Successful completion of the Cash and Accounts Training course from Institute of Secretariat Training and Management (ISTM). (ii) Degree in Law from a recognized university.	

2. Interested and eligible candidates who are in position to join immediately on call may submit their particulars in the enclosed format along with the relevant documents to the Director(Statistics), MoHFW, Room No. 309, IRCS Building, Red Cross Road, New Delhi , Tel No.: 011-23736984, 23736973 within 15 days from the date of publication of this advertisement.



(A. H. Ramteke)

Deputy Director (Statistics)

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1. NIC for publishing the circular in the Department's website
2. Notice Board
3. E-Office Notice Board

Terms and Conditions for engagement of Consultant in Ministry of Health & Family Welfare:

- (i) Consultant shall be paid a consolidated remuneration per month as per the formula of last pay drawn +DA + Conveyance of Rs.5, 000/- . The remuneration for the services rendered in a month shall be payable in subsequent month.
- (ii) **TA/DA :** TA/DA entitlement shall be the same as was entitled to him at the time of retirement from the service.
- (iii) **Leave :** The candidate will be eligible for one day leave for each month and government declared holidays. No advance leave will be allowed. Un-availed leave, if any, can be carried forward and may be utilized within the approved contractual period. In the event of any absence beyond the available admissible leave at credit, proportionate remuneration will be deducted. In an emergent and exceptional situation presence of the incumbent on any holiday, no extra remuneration will be given. Towards each day of such presence one compensatory leave may be admissible.
- (iv) **Period of engagement:** The period of engagement will ordinarily be for one year, renewable as per requirement subject to satisfactory performance.
- (v) **Nature of duties and responsibilities :** The Consultant shall perform the services as assigned by the controlling officer.
- (vi) **Maintenance of office decorum and others :** He has to maintain utmost office decorum, punctuality and maintain official secrecy wherever it is required.
- (vii) **Termination of contractual period :** The contractual period of the incumbent may be terminated on one month notice from either side.
- (viii) **Other service benefits :** The incumbent appointed on contractual basis will not be entitled to any allowances (other than the remuneration and conveyance) and service benefits viz., government quarter, residential telephone, medical facility etc. or so as are admitted to regular central government employees.

**APPLICATION FOR ENGAGEMENT AS CONSULTANT IN THE MINISTRY OF HEALTH AND
FAMILY WELFARE (STATISTICS WING)**

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1. Name :
2. Father's name :
3. Date of birth :
4. Permanent Address :
5. Address for communication :
6. Mobile No. & E-Mail ID :
7. Educational Qualification :
8. Professional Qualification :
9. Date of entry in govt. service :
10. Date of retirement and post held :
11. Last pay drawn :
12. Pension :
13. Office Where last worked :
14. Designation last held :
15. Details of trainings attended :
16. Details of previous employment / placement during last 10 years : (Add separate sheet if required)

Sl. No.	Name of Ministry / Department	Designation	Period		Nature of duties performed
			From	To	

17. Condition of Health (Details of indoor treatment during last 10 years) :
18. Any other information :

DECLARATION

I hereby undertake that to the best of my knowledge the information given are true and correct. I agree to the terms and conditions for engagement as Consultant.

Place :

Date :

(Signature of the Candidate)

Name :

Address :

Mobile No :