

No. A-42018/28/2020-ESTT(Part-1)
Government of India
Ministry of Social Justice and Empowerment
Department of Empowerment of Persons with Disabilities (Divyangjan)

5th Floor, Pandit Deendayal Antyodaya Bhawan,
CGO Complex, New Delhi-110003

Date 29.03.2022

VACANCY NOTICE

Applications are invited for engagement of Consultants for Secretariat/technical work initially for a period of one year (extendable), purely on contract basis. Detailed information regarding eligibility criteria and other terms and conditions may be seen on the website (www.disabilityaffairs.gov.in). Interested and eligible candidates may send their applications in the prescribed proforma by 20th April, 2022 to the undersigned. **Applications may also be sent in single Pdf document via mail at vacancyconsultant20@gmail.com.**

(Sunil Kumar Mahto)
Under Secretary to the Government of India

No. A-42018/28/2020-ESTT(Part-1)

Government of India

Ministry of Social Justice and Empowerment

Department of Empowerment of Persons with Disabilities

5th Floor, Pandit Deendayal Antyodaya Bhavan, CGO Complex, New Delhi-110003

Dated 29.03.2022

Sub: Notice regarding engagement of manpower in the Department of Empowerment of Persons with Disabilities on contract basis.

Department of Empowerment of Persons with Disabilities invites applications from eligible individuals for contractual appointment in the Department as under:-

Sl. No	Post	Essential Qualifications	Preferred Experience	Monthly remuneration including Transport allowances
1	Consultant No of Post :09 (tentative)	***Retired Officers with 3 years experience on the post of Section Officer/Under Secretary in the Government or PSUs. OR Graduation in any stream with 05 years to 07 years experience in Government or PSUs as Consultant	a) Sound knowledge of Government rules and procedures b) Experience in handling Schemes, Policy matters, Cash & Budget matters etc. c) Working Knowledge in computers particularly in use of MS word, MS Excel, MS Power Point.	₹45,000/- (₹42,000/- Plus ₹3,000/-)
2	Consultant No of Post :01	***Retired Officers with 3 years experience on the post of Hindi Officer/Assistant Director (OL) in the Government or PSUs.	a) Experience in translation work b) Excellent command over English & Hindi Language c) Working Knowledge in computers particularly in use of MS word, MS Excel, MS Power Point.	₹45,000/- (₹42,000/- Plus ₹3,000/-)
3	Website Programmer No of Post :01	B.Tech/B.E./MCA/MSc. in Mathematics/Statistics/Operation Research/Computer Science/IT with specialization in computers or equivalent with minimum 2 years experience in the software application and	a) Skill in PHP, MySQL, HTML, CSS, Apache b) Minimum 2 years experience in the software application and development/support etc. out of which at least one year experience in monitoring/maintaining website (s) of Govt.	₹45,000/- (₹42,000/- Plus ₹3,000/-)

		development/support etc. out of which at least one year experience in monitoring/maintaining website (s) of Govt.	
--	--	---	--

2. *** A retired Government official engaged as Consultant in any of the grades shall continue to draw pension and the dearness relief on pension during the period of his/her engagement as Consultant. His/her engagement as Consultant shall not be considered as a case of re-employment. The total monthly consolidated fee and the Pension drawn by the Consultant shall not be more than the Last Pay Drawn by him calculated at the current rates of Dearness Relief.

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. The Contract can be terminated at any time at the discretion of the Department, if the performance of the person engaged is not found satisfactory.

4. The Department of Empowerment of Persons with Disabilities reserves the right to accept or reject the applications without assigning any reasons.

5. The applicant shall be of age of 63 years or less as on 31.03.2022. The terms and conditions for Consultant related issues shall be regulated by Department's guidelines as framed and modified from time to time.

6. **Interested candidates may sent their application in enclosed pro forma addressed to Under Secretary (Admin), Department of Empowerment of Persons with Disabilities, 5th Floor, B-2 Wing, Pandit Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi - 110003.** The application may be sent **through mail also at vacancyconsultant20@gmail.com.**

7. The applicant should have a valid personal email ID, which should be kept active till the completion of this engagement process. Department shall send all communication through the registered e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID before applying and must maintain that email account.

8. The last date for receipt of applications is 20th April, 2022.

Encl: Prescribed pro-forma for application.

(Sunil Kumar Mahto)
Under Secretary to the Government of India

To,

1. All Central Government Ministries/ Department
2. Wide publicity through Website of the Department (i.e. disabilityaffairs.gov.in)
3. Under Secretary (Media) of the Department with a request to Publish it in the one leading news papers of English language and weekly employment news paper

BIO-DATA

Affix a latest
passport size
photo

A. Post Applied For :
(Last date of receipt of application is 20th April, 2022)

B: Personal Information:

1	Full Name (in Block Letters)	
2.	Father's/Husband's Name	
3.	Address for communication	
4.	Telephone/Mobile No.	
5	E-mail ID (to be kept active)	
6.	Date of Birth	
7.	Present age as on 31.03.2022	
8.	Educational Qualification from 10 th standard onwards (Please enclose copy of certificate/mark sheet)	
9.	Professional Qualification	

C. Details of previous employment/ experience with valid documentary evidence (in Chronological order)

Name of Ministry/Department/Organization	Period of Employment		Designation	Brief Description of duties undertaken	Salary Drawn
	From	To			

D. 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: