

ENGAGEMENT OF CONSULTANTS/STENOS IN CENTRAL GOVT. MINISTRY

Services of full time Consultants with proven experience and expertise in (a) Administrative (i.e. Recruitment Rules/Vigilance & Disciplinary Proceedings)/ Records Management, (b) Financial, (c) Procurement and (d) Legal Matters are required, on short-term basis in a Central Government Ministry. Letters of interest with Curriculum Vitae, are invited from Retired Central Govt. employees of the Grade Pay of Rs. 5,400 and above, and with a minimum of 10 years relevant experience in (a) to (d) above for empanelment.

2. Services of Stenographers with experience of around ten years, preferably with the Government, are also required on short-term basis.

3. The maximum age limit for these positions is 65 years. The Contract will be offered after assessing the qualifications and experience and their fit with the specific needs of the Ministry, initially for a period of one year which may be extended by another one year depending upon the satisfactory review of the performance.

4. The responses may be sent to Post Box No. 524 superscribed "EMPANELMENT FOR POST OF CONSULTANTS/STENO-GRAPHERS" on the envelope, within 15 days of publication of Advertisement.