

भारतसरकारGovernment of India
परमाणुऊर्जाविभागDepartment of Atomic Energy
प्रशासनअनुभागAdministration Section

अणुशक्तिभवनAnushakti Bhavan,
छ. शि. म. मार्गC.S.M.Marg,
मुंबईMumbai 400 001.

सं. No.56/3/2022/प्रशा. Adm/6184

May 09-10, 2023

ADVERTISEMENT NO. 1/2023

Subject : Re-engagement of retired Central Government employees-Invitation of applications for Consultant in DAE Secretariat, Mumbai.

(Only employees retired on superannuation from the DAE, its Units and DAE Secretariat are eligible to apply)

1. Applications are invited for the post of Consultants in DAE Secretariat, Mumbai for performing various Secretarial duties.
2. Retired employees who are willing to work in DAE Secretariat, Mumbai can submit their applications in the prescribed format (Annexure-I) along with the passport size photograph duly affixed and a copy of the Pension Payment Order.
3. Applicants should have retired at least as Private Secretary/Sr. Private Secretary from DAE Secretariat/DAE Units.
4. The applications received will be scrutinized by the Competent Authority and the selected candidates will be communicated the date of commencement of work and the period of tenure.
5. Eligibility :
 - a. Applicant should have retired from DAE Secretariat/DAE Units on superannuation.
 - b. Applicant should have requisite experience, knowledge of government rules and regulations and knowledge of computer, and also able to provide Secretarial Assistance to assist various Senior Scientific Officers of DAE.
 - c. Applicant should be medically fit at the time of the engagement.
 - d. The period of engagement will be initially for one year and further extendable in spell of one year or upto the date of attending the age of 64 years, whichever is earlier.
 - e. The re-engagement shall be purely on contract basis. Re-engagement can be terminated at any time by DAE and without assigning any reason.
6. Entitlements:
 - a. The official on re-engagement is entitled to draw 50% of the last pay drawn.
 - b. 12 days of leave in a calendar year on pro rata basis is admissible for re-engaged officials.
 - c. If required to travel outside Mumbai in connection with the work, TA/DA admissible to regular employees working in the same grade from which the official has retired, will be admissible.
 - d. Re-engaged officer shall not be entitled for any allowances (HRA, CCA, TA, DA etc.)

- e. Re-engaged officer shall not be entitled to contribute towards GPF, Gratuity etc. for the period of re-engagement.
 - f. No transport facility will be provided for commuting to office.
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7. The place of work will be DAE Secretariat, Mumbai. However, the Consultant may be required to visit Regional Centres for official work.
 8. The Consultant need to perform the duties for 08 hrs 30 minutes per day on all working days.
 9. This Department has right to reject any application without assigning any reason.
 10. Last date of receipt of application is **24.05.2023**. Incomplete and late applications will not be considered.
 11. The applications can be forwarded by Post/by Hand in a sealed envelope so as to reach on or before 31/05/2023 to the undersigned.

Sd/-
(मनोजएम. जगाशिया|Manoj M. Jagasia)
उपसचिव (प्रशासन) Deputy Secretary(Admn)

Annexure – I: Format of application.

ANNEXURE-I

Application for re-engagement of retired DAE employees as Consultants in Department of Atomic Energy Secretariat, Mumbai

Recent Passport Size Photograph

1.	Full Name (in Block Letters)						
2.	Father's / Husband's Name						
3.	Date of Birth						
4.	Contact details	Tel. No.					
		Mobile No.					
		Email ID					
5.	Address for communication						
		Pin					
6.	Date of Joining of Government Service						
7.	Age as on date						
8.	Whether SC/ST/OBC						
9.	Whether Physically handicapped						
10.	Date of retirement and the post from which retired (enclose copy of retirement order)						
11.	Name of the Division/Unit from which retired						
12.	Last Pay Drawn (Please enclose copy)						
13.	Education/Technical Qualification (Please enclose copy of Certificate / Mark Sheet)						
14.	PPO No. (Please enclose copy)						
15.	Details of Computer Knowledge						
16.	Whether any time Disciplinary Proceeding or Criminal Proceedings were initiated against you. If yes, give details.						
17.	Brief particulars of Experience of the last 10 years (assignment – wise) [A separate sheet may be annexed]						

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false OR incorrect / incomplete or ineligibility being detected at any time before or after selection/interview, my candidature is liable to be rejected and I shall be bound by the decision of the Department of Atomic Energy Secretariat. I have read this circular and ready to accept all the terms and conditions for engagement.

Place:

Date:

(Full name of the applicant)