

**DELHI DEVELOPMENT AUTHORITY
PERSONNEL BRANCH-I
B-311, Vikas Sadan, INA, New Delhi-110023**

Engagement of Retired Govt. Officers as Consultant(Finance) at the Level of of Sr. AO/ AO in DDA

Delhi Development Authority invites applications for engagement of 14 Consultant(Finance) at the level of Sr. AO/ AO(Level 10/ Level 9 as per 7th CPC), on contract basis, initially for a period of one year, which can further be extended after taking into account the performance of Consultant and requirement of DDA. Their engagement will be governed by F&E Circular 23/2018 dated 05.12.2018 and other guidelines issued from time to time.

The eligibility criteria for engagement of Sr. AO/AO as Consultants are as under:-

(i)	Age	Maximum 63 year as on 30.06.2018
(ii)	APAR Grading	Minimum ' Very Good ' for the last five years.
(iii)	Work experience	Retired Sr. AO/AO should have an experience of accounts related works, Establishment, Pension, Works and Audit etc. in Pay Level Level 9/ Level 10 as per 7 th CPC in any Govt. Department/ Autonomous Body. Persons who have retired from any Accounts related post up to the Grade Pay of Rs. 6600/- can also apply. Experience for holding higher post will be considered for evaluation. However, their remuneration will be fixed as per norms keeping in view the post against which engagement is being made. Should have proficiency in computer applications and use

The desirous and eligible candidates are required to send the scanned PDF/JPEG copy of their duly filled and signed application in the prescribed format and scanned copy of PPO by e-mail at personnelbranch1@dda.org.in latest by 5:00 PM on 15.03.2019.

NOTE:

1. Please do not enclose any other document(s) other than scanned copy of PPO while sending the scanned copy of the application from at the above mentioned email ID. The applicant is required to produce the original/supporting documents at the time of interaction, if called.
2. Sending application through mail does not necessarily mean that the applicant shall be called for interaction. Only those candidates will be called for interaction who are found suitable as per the criteria devised by the DDA, keeping in view the requirement of the work to be carried out. No communication in this regard, either by e-mail or phone etc., shall be entertained.
3. The date, time and venue of the interaction will be intimated at a later date.
4. No TA/DA will be paid for attending the interview.

sd/-

Commissioner (Personnel)

DELHI DEVELOPMENT AUTHORITY

FORMAT OF APPLICATION FOR ENGAGEMENT OF CONSULTANT(FINANCE) AT THE LEVEL OF Sr. AO/AO

1. Name of Candidate(in BLOCK letters): _____
2. Father's/Husband's Name(in BLOCK letters): _____
3. Date of Retirement: _____
4. Designation at the time of Retirement: _____
5. Pay Scale/Pay Band & GP drawn at the time of Retirement _____
6. Name of the parent department: _____
7. Gender (Male/Female): _____
8. Date of Birth (DD/MM/YY): _____
9. Address for communication _____

10. Email ID: _____
11. Contact No. [a] Landline _____ [b] Mobile No. _____
12. Educational/Professional/Technical qualification (starting from class 10th onwards)

Photo
Signatures

Educational qualification	Discipline/ Specialization/ Subject	Board/ University	Year of Passing	Duration of Course	Percentage of Marks	Remarks

13. Experience

Employer's name & address (also indicate whether Central Govt./ State Govt./ PSU/ Autonomous body)	Designation	Pay Scale/Pay Band & GP	From	To	Brief description of duties

(Experience should be spelt out in terms of competency and should be objectively defined so as to avoid/minimize opportunities of interpretation and subjective judgement)

14. APARs grading for the five years preceding the date of retirement:

Year						
Grading						

15. Vigilance Clearance Report at the time of retirement, if available:

16. Whether the Pension is provisional and if so, the reasons thereof: _____

17. Attach the copy of PPO

Declaration to be Signed by the Candidate

I hereby certify that above particulars mentioned in the application are correct and true to the best of my knowledge and belief and nothing material fact/information has been suppressed or concealed therefrom. If particulars mentioned by me are found false or incorrect at any stage, then my services shall be liable to be terminated without any notice and further action as deemed fit may also be taken against me.

Signature of Applicant

Place:

Date:

Note: Please submit your application in PDF/JPEG format only and do not attach any other document, except for scanned copy of PPO, with email as the same will be entertained only at the time of interaction, if called.