

(Notice for DDA's website)

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

Notice for engagement of retired Govt. Electrical & Civil Engineers as Consultants.

DDA proposes to engage **03 Sr. Consultants (Elect.)** at the level of AE (Elect/Mech) [equivalent to Pay Band – 2 and Grade Pay of Rs. 4600/-(level-7 in Pay Matrix)], **10 Consultants (Elect.)** at the level of JE/AE(Elect./Mech.) [equivalent to Pay Band – 2 and Grade Pay of Rs. 4200/4600/- (Level 6/7 in pay matrix)] and **03 Consultants(Engg.)** at the level of Executive Engineer (Civil) [equivalent to Pay Band – 3 and Grade Pay of Rs. 6600/-/(level-11 in Pay Matrix)] on contract basis, initially for a period of six months, which can further be extended after taking into account the performance of Consultant and requirement of DDA. Individuals, retired from the State/Central Government, Autonomous bodies, PSUs and local bodies including DDA may apply by e-mail to personnelbranch1@dda.org.in latest by **5.00 p.m. on 31.07.2018** in the prescribed format. The upper age limit of applicant should not exceed 64 years as on last date of receipt of application. Preference shall be given to Engineers retired from DDA. No queries in this regard, either by e-mail or phone, shall be entertained.

GENERAL CONDITIONS:-

1. The terms and conditions and consolidated remuneration shall be as per F&E Circular No. 10/2018 dated 22.05.2018 and the same shall be binding on the Consultants.
2. The engagement of consultant shall be subject to codal provisions and memoranda and resolutions issued by the DDA from time to time.
3. The appointee will furnish an undertaking (Annexure-II) at the time of joining the duty in regards to the truth and correctness of the information furnished by him/her and also declaration of fidelity and secrecy, as per Annexure-III.

4. The criteria of eligibility is as under:

Sl. No.	Name of Post	No. of Vacancy	Qualifications required	Post held at the time of retirement from State/Central Govt./Autonomous Bodies, PSUs and Local Bodies including DDA.	Relevant Experience/ expertise	Details of the project for which consultants are required.
1.	Senior Consultant (Elect)	03	Degree/Diploma (Electrical /Mech)	AE (E/M)	<ol style="list-style-type: none"> 1. Minimum 03 years as AE(E/M) 2. Preference shall be given to Engineers retired from DDA. 3. Familiarity with DDA working 4. Familiarity with computer operation. 	<ol style="list-style-type: none"> a) Public grievances redressal. b) Project monitoring c) Preparation of estimates, NIT, Tenders etc. <ol style="list-style-type: none"> i) Latest CPWD specifications/ manual provisions/amen dments in NITs ii) Gathering of technical information, rates/quotations iii) Maintenance activities d) Liaison with DFS/DJB/DERC on policy/procedural matters.
2.	Consultant (Elect.)	10	Degree/Diploma (Electrical /Mech)	JE (E/M)/AE (E/M)	<ol style="list-style-type: none"> 1. Minimum 03 years as AE(E/M) 2. Preference shall be given to Engineers retired from DDA. 3. Familiarity with DDA working 4. Familiarity with computer operation. 5. Familiarity with horticulture electric work/other electric works. 	Horticulture related electrical works etc.
3.	Consultant (Engg.)	03	Civil Engineering Graduate	Executive Engineer (Civil)	<ol style="list-style-type: none"> 1. Minimum 1 year experience of Vigilance work 2. Preference shall be given to Engineers retired from DDA. 3. Familiarity with DDA working 4. Familiarity with computer operation. 5. Familiarity with vigilance work. 	To assist Superintending Enginner (Vigilance) in investigation of Vigilance matters.

Encl: Application Form


Commissioner (Personnel)

DELHI DEVELOPMENT AUTHORITY

FORMAT OF APPLICATION

1. Name of Candidate: _____
(in block letters)
2. Father's/Husband's Name: _____
(in block letters)
3. Level of post applied for: _____ (Sl. No. 1/2/3 as the case may be)
4. Designation at the time of superannuation & date 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) and age on last date of receipt of Application: _____
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	During of Course	Percentage of Marks	Remarks

13. Experience

Employer's name & address (also indicate whether Central Govt./State Govt./PSU/Autonomous body.	Designation	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:

1 st Year	2 nd Year	3 rd Year	4 th Year	5 th Year

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 duly typed in pdf or JPEG format only and do not attach any other documents except copy of PPO with email as the same will be entertained only at the time of interaction, if called.