

दिल्ली विकास प्राधिकरण/ DELHI DEVELOPMENT AUTHORITY

कार्मिक शाखा1-/ PERSONNEL BRANCH-1

बी ब्लॉक कमरा नं. 311, आई एन.ए, विकास सदन, नई दिल्ली-110023

B-Block, 3rd Floor Room No. 311, Vikas Sadan, INA New Delhi.

No.F.7 (595)2019/PB-I

Dated:

Engagement of Retired Govt. Officers as Consultant at the Level of Accounts Officer in DDA


Delhi Development Authority invites applications for engagement of 10 Consultants at the level of Accounts Officer (Level 09 as per 7th CPC), on contract basis, initially for a period of one year, which can further be extended up to max 5 years on year to year basis depending upon the requirement of DDA and the performance of the Consultant. 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 Accounts Officer as Consultants are as under:-

| Sr. No. | Eligibility Criteria | |
|---------|----------------------|--|
| 1. | Age | Maximum 63 years as on 31.03.2023 including those due for retirement on or before 31.03.2023. |
| 2. | APAR Grading | Minimum 'Good' and above for the last five years from the date of retirement. |
| 3. | Work Experience | Retired officers should have experience in the field of Accounts, Establishment, Contract Management, Taxation, Budget, Pension, Audit. Persons who have retired from any Accounts related post not below the Grade Pay of Rs. 5400/- (as per 6 th CPC). The remuneration will be fixed as per F&E Circular No. 23/2018. |
| 4. | Vigilance | The officer shall be clear from Vigilance angle |

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, APARs and VCR by e-mail at personnelbranch1@dda.org.in latest by **5:00 PM on 15.03.2023**.

NOTE:

1. Please do not enclose any other document(s) other than scanned copy of requisite documents 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 number of vacancies may be increased or decreased as per the requirement of DDA.
4. The date, time and venue of the interaction will be intimated at a later date.
5. No TA/DA will be paid for attending the interview.


24/1/23
Commissioner (Personnel)

INDICATIVE NOTICE
FOR PRESS PUBLICATION

दिल्ली विकास प्राधिकरण/ DELHI DEVELOPMENT AUTHORITY

कार्मिक शाखा1-/ PERSONNEL BRANCH-1

बी ब्लॉक कमरा नं. 311, आई एन.ए, विकास सदन, नई दिल्ली-110023


B-Block, 3rd Floor Room No. 311, Vikas Sadan, INA New Delhi.

Engagement of Retired Govt. Officers as Consultants (Accounts Officers)

Delhi Development Authority proposes to engage 10 retired Govt. officers as Consultants at the level of Accounts Officer (Level 09 as per 7th CPC), on contract basis, initially for a period of one year further extendable up to max 5 years on year to year basis depending upon the performance of the Consultant. The upper age limit for applicant is 63 years as on 31.03.2023 including those due for retirement on or before 31.03.2023. The number of vacancies may increase or decrease as per the requirement of DDA.

Complete notification along with the prescribed format is available at DDA website www.dda.gov.in (link "Jobs").

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 along with the copies of APARs, VCR and PPO by e-mail at personnelbranch1@dda.org.in latest by 5:00 PM on **15.03.2023**. No communication in this regard, either by e-mail or phone etc., shall be entertained.


Commissioner (Personnel)

DELHI DEVELOPMENT AUTHORITY

APPLICATION FORMAT

Engagement of 10 Consultants at the level of Accounts Officer in DDA on Contract Basis

1. Name of Candidate (in BLOCK letters): _____

2. Father's/Husband's Name(in BLOCK letters): _____

3. Date of Birth (DD/MM/YY): _____

4. Date of Retirement on superannuation: _____

5. Age as on last date of application: _____

6. Designation at the time of Retirement: _____

7. Substantive Pay Scale/Pay Band & GP drawn at the time of Retirement: _____

8. Name/address of the parent department: _____

9. Gender (Male/Female): _____

10. Address for Communication: _____

| |
|-----------|
| Photo |
| Signature |

11. Email ID: _____

12. Contact No. [a] Landline _____ [b] Mobile No. _____

13. Educational/Professional/Technical qualifications :

| Educational Qualification | Discipline/ Specialization/ Subject | Board/ University | Year of Passing | Duration of Course | Percentage of Marks | Any other information |
|---------------------------|-------------------------------------|-------------------|-----------------|--------------------|---------------------|-----------------------|
| | | | | | | |
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14. Details of Experience

Details of employment in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

| Office/ Institute / Organisation | Post | From | To | Nature of duties |
|----------------------------------|------|------|----|------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

(c) Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.

15. APARs grading for the last five years preceding the date of retirement (please attach scanned copies):

| Year | 1 st Year | 2 nd Year | 3 rd Year | 4 th Year | 5 th Year |
|---------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Grading | | | | | |

16. Vigilance Clearance Report at the time of retirement (please attach scanned copy): _____

17. Whether the Pension is provisional or full (please attach scanned copy): _____
(If provisional, the reasons thereof): _____

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/information has been suppressed or concealed there from. If particulars mentioned by me are found false or incorrect at any stage, then my engagement shall be liable to be terminated without any notice and further action as deemed fit by DDA 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 with email except as mentioned above, as the same will be entertained only at the time of interaction, if called.