



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

Dated:

F.7 (220)2010/PB-I/

Sub: **Engagement of Consultants in Security Cell in DDA**

DDA invites applications on prescribed format only through email to personnelbranch1@dda.org.in by **08.06.2022 till 5.00 P.M.** for engagement of 26 Consultants in Security Cell in DDA (01 at the level of Dy. Chief Security Officer, 05 at the level of Security Officer & 20 at the level of Asstt. Security Officer) from Ex-service Men as per the eligibility criteria mentioned, initially for a period of one year or until further orders, extendable further depending upon the requirement of DDA and performance of the candidate. The age of the applicant will be calculated as on the last date of the application.

2. The relevant eligibility criteria are as under

Deputy Chief Security Officer		
1.	Educational Qualification	Graduation from any recognized university or equivalent
2.	Number of Consultants required	01
3.	Age	Max up to 58 yrs.
4.	Eligibility	<ul style="list-style-type: none">Ex-junior commissioned officers holding the post of Subedar Major/Honorary lieutenant or or Honorary Captain equivalent or equivalent post from Army, Navy and Air Force.Retirement period should not be more that 3 yrs on the date of applicationCharacter should be exemplaryShould be medically fit in category shape one.Preferably from general duty branch.
5.	Remuneration	Approx. in the range of Rs. 35000-40000/-
Security Officer		
1.	Educational Qualification	Graduation from any recognized university or equivalent
2.	Number of Consultants required	05
3.	Age	Max up to 50 yrs.
4.	Eligibility	<ul style="list-style-type: none">Ex-junior commissioned officers holding the post of Subedar and above from Army, Navy and Air Force.Retirement period should not be more that 3 yrs on the date of applicationCharacter should be exemplaryShould be medically fit in category shape one.Preferably from general duty branch.
5.	Remuneration	Approx. in the range of Rs. 32500-35000/-
Assistant Security Officer		
1.	Educational Qualification	Graduation from any recognized university or equivalent
2.	Number of Consultants required	20
3.	Age	Max up to 45 yrs.
4.	Eligibility	<ul style="list-style-type: none">Ex-junior commissioned officers and Naib Subedar or equivalent post from Army, Navy and Air Force.Retirement period should not be more that 3 yrs on the date of applicationCharacter should be exemplaryShould be medically fit in category shape one.Preferably from general duty branch.
5.	Remuneration	Approx. in the range of Rs. 17000-21000/-

6. **Method of Selection and terms & conditions**

The terms & conditions, evaluation of candidates including remuneration for engagement as consultant will be governed by as per policy's guidelines issued vide P&E / DDA's circular No. 23/2018 dated 05.12.2018. Intimation shall be sent only to the short-listed candidates for personal interaction through e-mail for which no TA/DA etc. will be payable.

7. **Instructions for candidates**

The candidate should send the bio-data in the prescribed application format by **08.06.2022 till 5.00 P.M.** They shall fill up the form duly typed, paste photograph at the space provided in the prescribed applicable form (attached), put specimen signature in the space provided and then send the scanned copy of the signed application form duly filed in pdf or JPEG format at email personnelbranch1@dda.org.in Please do not enclose any document [s] while sending the scanned copy of the application form at the above mentioned email ID except those required. The applicant is required to produce the original/supporting documents at the time of interaction, if called. The application should be sent through e-mail only and on the prescribed format. The applications sent through any other mode shall not be considered.

8. **General Conditions**

- i. Sending bio-data through e-mail will not necessarily mean that the applicant shall be called for interaction. Only those candidates will be called for interactions who are found suitable as per the criteria devised by the DDA keeping in view the requirement of the work to be carried out. In this regard, no communication either by email, phone or letter, etc. shall be entertained.
- ii. The date, time and venue of the interaction will be intimated separately. The candidate should attend the interaction at the given time & venue along with all relevant documents in original.
- iii. No TA/DA will be paid for attending the interaction.

Encl: Application format.


Commissioner (Personnel)

**DELHI DEVELOPMENT AUTHORITY
FORMAT OF APPLICATION**

**Application for engagement as Consultant
(Security Cell)**

Photograph	Signature
-------------------	------------------

1. Name of the Candidate: _____
(in block letters)
2. Date of Birth (DD/MM/YY) _____
3. Age as on last date of application _____
4. Father's/Husband Name: _____
(In Block letters)
5. Date of retirement on superannuation: _____
6. Post Applied: _____
7. Address for communication: _____
8. Email I.D.: _____
9. Contact No. [a] Landline _____ [b] Mobile No. _____
10. [a] Academic/Professional qualifications including relating to Fire fighting:

Degree	University	Field/specialisation	Years of Passing	Any other information

[b]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 Held	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.

11. APARs grading for the last five years

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

12. Name of Organisation and post held at the time of retirement

Name of the Deptt.	Post held at the time of retirement and date of appointment / retirement	Substantive Pay i.e. Pay Band, Grade Pay (Level in pay matrix as per 7 th CPC) (ACP & MACP etc. will not be considered)

13. Please attach scanned copy of PPO _____
14. Whether Pension is provisional or full pension: _____
(If provisional reasons thereof)

Declaration to be signed by the candidate

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

Place:
Date:

Signature of the Applicant