

PROFORMA

APPLICATION FOR ENGAGEMENT OF RETIRED GOVT. OFFICIAL
(SUPERINTENDENT) AS CONSULTANT

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1. Name :
2. Date of Birth :
3. Address for communication :
4. Contact Number :
5. E-mail ID :
6. Particulars of Government Service
 - 6.1 Date of Joining in Govt. Service :
 - 6.2 Date of retirement and the post in which retired :
 - 6.3 Name of the Department / Organization from which retired :
 - 6.4 Last Pay drawn (copy of PPO to be enclosed) :
7. Educational Qualification :
8. Details of knowledge in Computer :
9. Brief Particulars of Experience with Nature of duties performed (starting From last appointment)

Sl. No.	Name of the Ministry / Dept	Period		Post held	Nature of work
		From	To		

10. Additional information if any, in Support of the suitability of the post :

DECLARATION

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I further declare that I was clear from vigilance angle at the time of retirement.

Signature of Applicant

Place:

Date:

TERMS & CONDITIONS FOR ENGAGEMENT OF RETIRED GOVERNMENT OFFICIALS – (IN THE SUPERINDENT CADRE) AS CONSULTANT IN PONDICHERRY GROUND WATER AUTHORITY, PUDUCHERRY

- (i) The consultancy service will be on full time / part time basis.
- (ii) The engagement will be for a period of six months from the date of engagement and shall be extended in six monthly periods not exceeding a maximum of 2 to 5 years.
- (iii) The amount of Consultancy fee for the notified Government official engaged for the Superintendent cadre post shall not exceed the ceiling of Last Pay Drawn minus Pension and DA.
- (iv) T.A. / D.A on official tour will be paid as per the entitlement to his / her counterpart in Government.
- (v) The Appointee is entitled for leave of 12 days in a Calendar year on pro – rata basis.
- (vi) The retired Person selected for the engagement to the said Superintendent cadre post at this authority, should be executed an agreement with this authority.
- (vii) All expenses towards stamp duty, etc. on this agreement shall be borne by the Employer.
- (viii) The Consultants shall not be entitled to any allowance such as Dearness Allowance, Residential Telephone, Transport Facility, Residential Accommodation, Personal Staff, Medical Reimbursement, Insurance etc.
- (ix) His / her engagement as Consultant shall not be considered as a case of re-employment.
- (x) The appointment of Consultant shall be of a temporary (non-official) nature against the specific jobs and the appointment can be cancelled at any time by this authority without assigning any reason.

Qualification:-

To be well versed with the Accounts & Establishment works and sufficient Computer knowledge

Age Limit:-

Should be not more than 64 years.