

**PUDUCHERRY ADIDRAVIDAR AND SCHEDULED TRIBES DEVELOPMENT
CORPORATION LIMITED**
(A Government of Puducherry Undertaking)
3rd floor, Department of ADW & STW Complex, Thattanchavady, Puducherry -605009

No.1970(B)/PADSTDC/Admin./2022-23

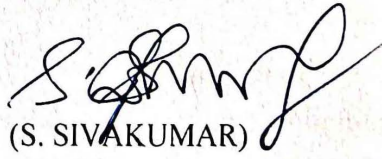
Puducherry, the 08-08-2024

ENGAGEMENT OF CONSULTANT (PRIVATE SECRETARY) ON CONTRACT BASIS

Applications are invited from retired eligible persons for the engagement as Consultants for the post of Private Secretary for PADSTDC, Puducherry on short-term contract basis in the Puducherry Adidravidar & Scheduled Tribes Development Corporation Ltd., (PADSTDC), Puducherry for a period of one year as detailed below:-

Sl. No.	Name of the post	No. of posts to be filled	Eligibility to apply
01	Consultant(Private Secretary) for PADSTDC, Puducherry	1	Retired Private Secretary from Government having experience with adequate knowledge in government rules and regulations

The eligibility and other terms & conditions of engagement and application *can be downloaded from official website <https://pv.gov.in/>* (or) can be had from the office of the PADSTDC in the above address. The last date for submission of application to the PADSTDC Office by hand or post will be 05.00 P.M on 20-08-2024. For any queries, contact: **0413-2272372** during working hours.


(S. SIVAKUMAR)
MANAGING DIRECTOR

**PUDUCHERRY ADIDRAVIDARAND SCHEDULED TRIBES DEVELOPMENT CORPORATION
LIMITED**

(A Government of Puducherry Undertaking)

3rd floor AD Welfare Department Complex, Thattanchavady, Puducherry -9

No.1970(B)/PADSTDC/Admin./2022-23

Puducherry, the 08-08-2024

ENGAGEMENT OF CONSULTANT(PRIVATE SECRETARY) ON CONTRACT BASIS

The Puducherry Adidravidar and Scheduled Tribes Development Corporation Ltd., Puducherry invites application from eligible retired Private Secretary of Government of Puducherry with Pay Level-7 or above and having adequate experience in handling stenographer works and rules and regulations for the engagement of one post of Consultant(Public Secretary) for Puducherry Adidravidar and Scheduled Tribes Development Corporation Ltd., Puducherry on contract basis as per eligibility criteria and terms and conditions given hereunder:-

Period of Engagement for above posts

- Initial contract would be for a period of one year extendable for further period on need basis.
- The engagement would be on a full time basis. The person engaged may be required to work on even holidays as and when required for which no additional payment will be paid.
- The engagement is of a temporary nature and can be terminated at any time without assigning any reason.

Age Limit for applying

- As per the Guidelines for engagement of retired Government officials Consultants in Government Departments vide I.D.Note/Memorandum No.463241/FD/F3/2014, dated 11-09-2014 of Finance Department, Puducherry.

Entitlements of remuneration(As per I.D.Note/Memorandum No.463241/FD/F3/2014, dated 01-12-2022 of Finance Department)

- A fixed monthly amount shall be admissible arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for the term of the contract. here will no annual increment/percentage increase during the contract period.

Example:

An employee retired in the Pay Level 13 and the pay at the time of retirement was Rs.1,55,900. Thus, the basic pension will be Rs.77,950/-. If the employee is appointed on contract basis, including as Consultant, the remuneration shall be fixed at Rs.77,950(Rs.1,55,900-Rs.77,950).

The basic pension to be deducted from the last pay drawn shall be pension as fixed at the time of retirement and as such, if the employee has availed of the commuted value of pension, the commuted pension shall also be included in the portion of pension to be deducted. Thus, in the above example, if 40% of pension was commuted, the commuted portion shall be Rs.31,180(40% of Rs.77,950) and the pension actually drawn shall be Rs.46,770. However, the amount of pension to be deducted from the last salary shall be Rs.77,950.

- No increment and Dearness Allowance shall be allowed during, the term of contract.

Other Terms & Conditions

- The Consultant(Private Secretary) shall enter into a contract agreement with the PADSTDC as per the enclosed proforma and abide by the contract agreement and other restrictions as applicable to Government employees. The PADSTDC shall reserve the right to review / terminate the contract at any time without assigning any reason.
- The Consultant(Private Secretary) on contract basis shall not be considered as a case of re-employment.
- The Consultant(Private Secretary) shall perform the services as per the terms of reference and tasks / jobs assigned by the PADSTDC.
- The Income Tax or any other tax liable to be deducted as per the existing rules will be deducted at source before payment.
- The Intellectual Property Rights of the data collected as well as the deliverables produced for the PADSTDC shall remain with the PADSTDC. No one shall utilize or publish or disclose or part with to a third party any part of the data or statistics or proceedings or information collected for the purpose of assignment or during the course of the assignment for the PADSTDC, without the consent of the PADSTDC
- The Consultant (Private Secretary) appointed by the PADSTDC, shall in no case during the period of service in PADSTDC, represent or give opinion or advice to others in any matter which is not in the interest of the PADSTDC.
- The PADSTDC reserves the right to change any terms and conditions of this advertisement and also to cancel this advertisement at any stage.
- The PADSTDC reserves the right to accept or reject any or all applications.
- The PADSTDC in line with the prevailing government policies / procedures may specify any other conditions / guidelines as considered appropriate during the period of engagement.

Interested eligible retired Private Secretary of Central Government / State/UT Government / PSU / Autonomous Bodies may submit their applications in the enclosed format along with copy of documents as referred in the application to the Managing Director, Puducherry Adidiravidar & Scheduled Tribes Development Corporation Ltd.,(PADSTDC), 3rd floor AD Welfare Department Complex, Thattanchavady, Puducherry -9.

Incomplete applications and applications received after closing date will be rejected without any intimation to the individual. The PADSTDC reserves all right to accept or reject in part or in full or all the responses without assigning any reasons whatsoever

In case of any discrepancy between the above conditions and the conditions stipulated in the I.D.Note/Memorandum No.463241/FD/F3/2014, dated 11-09-2014 and I.D.Note/Memorandum No.463241/FD/F3/2014, dated 01-12-2022 of Finance Department, Puducherry, the conditions stipulated in the said orders shall be prevail.

The last date for receipt of application is 20-08-2024


(S. SIVAKUMAR)
MANAGING DIRECTOR