No. A.52011/DSW/Estt./Consultant-Assistant/2022
GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF SAINIK WELFARE
*****

Puducherry, the 29 Aug 2022

NOTIFICATION

Sub: Engagement of two Consultants on contract basis to perform as Assistants in the Department of Sainik Welfare , Government of Puducherry – Applications -called for

The Department of Sainik Welfare, Puducherry has proposed to engage two Consultant on contract basis to perform various duties equivalent to the grade of Assistants in the Government of Puducherry with the following minimum qualifications:

a) Minimum General educational qualification is SSLC Pass.

b) Retired Official not below the grade of Assistant from the Government of Puducherry.Preferably to be a military pensioner.

c) Must not have completed 3 Years on the last date for application from the date of retirement from the Government of Puducherry services.

d) Must be resident of Puducherry UT.

2. The consultant should possess adequate knowledge and experience in the following:

a) Must have experience in Office Administration, Establishment, Accounts, Logistic/store procedures and additional knowledge of Tamil and English data entry.

b) Must be conversant in implementation of Welfare Schemes announced from time to time by the Central/State Government towards the Welfare of Ex-servicemen and their families.

c) Must have the knowledge in pension process/ Publication of part II orders and correspondence with tri services Record Offices and Kendriya Sainik Board, Ministry of Defence. New Delhi.

d) Maintenance and upkeeping of Jawan Bhavan.

cont'dp/2

3. The selection procedure and other terms and conditions of the engagement will be as per the guidelines laid down in the ID Note /Memorandum No.46324/ FD/F3/2014 dated 11.9.2014 of the Finance Department, Puducherry. The Consultant should look after any other duties in addition to the duties mentioned at para 2, assigned to him by the Director, Department of Sainik Welfare, Puducherry.

4. The engagement of Consultant will be on full time basis and his consultant fees shall be a maximum of Rs.30,000/- (Thirty thousand only) per month or shall not exceed the ceiling of last pay drawn minus pension and other DA in the Puducherry Government services.

5. The willing and eligible retired officials may submit their applications in the prescribed format (Annexure –I), duly filled in, addressed to the Director, Department of Sainik Welfare, 261, Lawspet Main Road,Pakkamudayanpet, Lawspet (PO), Puducherry - 605 008, superscribing on the cover ÄPPLICATION FOR THE POST OF CONSULTANT" so as to reach the Director(DSW) on or before 15th Sep 2022.

DIRECTOR
DEPARTMENT OF SAINIK WELFARE

Encl: As stated

To

1. The Director of Information and Technology, - With a request to upload the. Notification in the heading "Announcement" in the Department of Sainik Welfare , Government of Puducherry official website https://sainik.py.gov.inwith the provision to down load the Application form .

2. The Director of Information and Publicity, Puducherry - With a request to publish the attached press release in all medias..

3. The Under Secretary to Government, Department of Personnel and Administrative Reforms , Government of Puducherry - for information.

PRESS NOTICE

ENGAGE MENT OF CONSULTANT IN THE DEPARTMENT OF SAINIK WELFARE, GOVERNMENT OF PUDUCHERRY

The Department of Sainik Welfare, Government of Puducherry has proposed to engage two Consultant on contract basis to perform as equivalent to the grade of Assistants in the Department of Sainik Welfare, Puducherry. Necessary Notification and application is placed in the Department Web site https://sainik.py.gov.in The application may be downloaded from the menu "Announcement" in the above Department website .The willing and eligible retired officials may submit their applications in the prescribed format (Annexure –I), duly filled in, addressed to the Director, Department of Sainik Welfare, 261, Lawspet Main Road,Pakkamudayanpet, Lawspet (PO), Puducherry - 605 008, superscribing on the cover ÄPPLICATION FOR THE POST OF CONSULTANT" so as to reach the Director(DSW) on or before 15th Sep 2022.

DIRECTOR
DEPT. OF SAINIK WELFARE
PUDUCHERRY

ANNEXURE- I

APPLICATION FOR ENGAGEMENT OF RETIRED GOVT. OFFICIALS AS CONSULTANTS IN GOVT. DEPARTMENTS/ AUTONOMOUS BODIES

Passport size Photograph

1. Name :
2. Date of Birth :
3. Address for communication :
4. Contact Number :
5. E-mail ID :
6. Particulars of Military Services
   a) Date of Joining :
   b) Date of Discharge/Retirement :
   c) Number of years served :
   d) Rank at the time of discharge :
   e) ESM Registration No. allotted by the DSW, Puducherry
7. Particulars of Puducherry Govt. Services
   a) Date of Joining :
   b) Date of Retirement :
   c) Number of years served :
   d) Designation at the time of retirement :
   e) Last pay drawn (enclose copy of PPO) :
   f) Department/Organisation from which retired :
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/Department	Period		Post held	Name of work performed
		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.

Place:
Date:

Signature of the applicant