Legislative Department proposes to engage 9 retired Central Government servants as Consultant on contract basis for a period of one year. The details regarding level of post, experience, number of posts and remuneration to be paid is as under:-

1. Retired Govt. officers of the level of Director/Deputy Secretary (01 post) @ Rs.60,000/- pm. Experience – Five years’ experience in work relating to policy making and amendments in legislation in respect of Election Laws/ Electoral Reforms.

2. Retired Govt. officers of the level of Under Secretary (01 post) @ Rs.50,000/- pm. Experience- Five years’ experience in the work related to establishment/budget matters.

3. Retired Govt. officers of the Level of Section Officer (02 posts) @ Rs. 35,000/- pm. Experience- (i) For 1st post- Five years’ experience in work related to preparation of pension papers/Bhavishya Portal, Demand for grant, preparation of annual report, preparation of Outcome Budget material, foreign visits etc. (ii) For 2nd post - Five years’ experience in Parliament Section.

4. Retired Govt. officers of the Level of Assistant Director (Hindi)(01 post) @ Rs. 35,000/- pm. Experience- five Years’ experience in work related to translation of Annual Reports/Outcome Budget, RTI applications from English language to Hindi language, implementation of Official Languages policy, Parliamentary Standing Committee, implementation of Annual Programme issued by M/o Home Affairs, updation of website in Hindi etc.

5. Retired Govt. officers of the Level of Assistant Section Officer(02 posts) @ Rs. 25,000/-pm. Experience – (i) for 1st post - five years’ experience in the work related to establishment/ budget matters. (ii) for 2nd post - Five years’ experience in work related to sanction of advances like GP Fund, House Building, Motor Car/Scooter etc., preparation of Pay Bills, bills relating to retirement benefits, Income tax calculation etc.

6. Retired Govt. officers of the Level of Private Secretary (02 posts) @ Rs. 35,000/- pm. Experience- five years’ in the grade of Private Secretary.

Interested and eligible retired Central Governments Officer/Official may submit their application on plain paper indicating their personal details to the undersigned latest by 27th June, 2017.

(B.M. SHARMA)
Deputy Secretary to the Govt. of India
Legislative Department
Room No. 411, A Wing
Shastri Bhavan, New Delhi – 110 0001
Tele. 23389014