

**DELHI DEVELOPMENT AUTHORITY**

Advertisement No. \_\_\_/2018/


**NOTICE**

**ENGAGEMENT OF RETD. CONSULTANTS ON CONTRACTUAL BASIS**

Delhi Development Authority proposes to engage following Consultants The upper age limit for applying is 64 years as on 01/02/2018.

Department	Category/No. of post	Level
Public Relation	Consultant (PR) / One	Director (Public Relations)
Personnel	Consultant (Recruitment)/ One	Dy. Director (Ministerial)

Complete notification containing level of post held, essential qualifications, experience, etc. along with the format of application is available on DDA's website: [www.dda.org.in](http://www.dda.org.in). The last date of submission of scanned application (pdf or JPEG format) at e-mail [personnelbranch1@dda.org.in](mailto:personnelbranch1@dda.org.in). is **31.01.2018 upto 5.00 PM.**

  
Commissioner(Personnel)

**DELHI DEVELOPMENT AUTHORITY**

**VIKAS SADAN, INA, NEW DELHI – 110 023**

**[Website <http://dda.org.in>]**

**Advertisement No. \_\_\_/2018/**

DDA invites applications for filling up following posts of retired Govt. officers on contractual basis initially for a period of six months, extendable further depending upon the requirement of DDA and performance of the candidates. The upper age limit for applying is 64 years on 1/02/18.

Sl. No	Name of Posts	No. of vacancies	Level/experience/etc/
01	Consultant (Public Relations)	01	The candidate should have retired at the level of Director (Public Relations) from Central/State Government/Autonomous Body drawing Pay Band:3 with Grade Pay of Rs.7600/-.
02	Consultant (Recruitment)	01	The candidate should have retired at the level of Dy. Director (Ministerial) from Central/State Government/Autonomous Body drawing Pay Band:3 with Grade Pay of Rs.6600/- and must have adequate experience of undertaking direct recruitment exercise in a Govt. Organisation/Autonomous Body preferably on line recruitment.

**Instruction for candidates:**

**Note:** The candidate shall send the bio-data in the prescribed format by **31.01.2018 upto 5.00 PM**. 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 e.mail [personnelbranch1@dda.org.in](mailto:personnelbranch1@dda.org.in). No other mode of sending application shall be entertained.

2. Please do not enclose any document [s] while sending the scanned copy of the application form at the above-mentioned email ID. The applicant is required to produce the original/supporting document at the time of interaction, if called.
3. Sending bio data through email does not necessarily mean that the applicant shall be called for interview. Only those candidates will be called for interview 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 or phone, etc. shall be entertained.
4. The date, time and venue of the interaction will be intimated at a later date.
5. No TA/DA will be paid for attending the interaction.

**Encl. Application format**

  
**Commissioner(Personnel)**

**DELHI DEVELOPMENT AUTHORITY  
FORMAT OF APPLICATION**

1. Post applied for: \_\_\_\_\_
2. Gender (Male/Female): \_\_\_\_\_
3. Name of the Candidate: \_\_\_\_\_  
(in block letters)
4. Father's/Husband Name: \_\_\_\_\_  
(In Block letters)
5. Date of Birth (DD/MM/YY) \_\_\_\_\_
- 5(a) Age as on 01.01.2018 \_\_\_\_\_
6. Address for communication \_\_\_\_\_

Photograph
Signature

7. Email address: \_\_\_\_\_
8. Contact No. [a] Landline \_\_\_\_\_ [b] Mobile No. \_\_\_\_\_
9. Educational/Professional/Technical qualification [starting from class 10<sup>th</sup> onwards]:

Examination passed	Discipline/specialization/subject	Board/University	Year of Passing	Duration of course	Percentage of marks	Division

10. Experience:

Employer's Name & Address (also indicate whether Central Govt./State Govt./PSU)	Designation	From	To	Brief description of duties

11. APARs for the last five years with grading:

Year:	1 <sup>st</sup> year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	4 <sup>th</sup> year	5 <sup>th</sup> year
Grading:					

12. Name of the department and Post at the time of retirement :

Name of the Deptt.	Post held at the time of superannuation	Substantive Pay i.e. Pay Band, Grade Pay attached to the post (as per 6 <sup>th</sup> CPC).

13. Please attach scanned copy of PPO \_\_\_\_\_
14. Whether Pension provision or regular: \_\_\_\_\_  
(If provisional, reasons thereof)

**Declaration to be signed by the candidate**

I hereby certify that above particulars mentioned in the application are correct and true to the best of my knowledge and belief and nothing material fact/information has been suppressed or concealed therefrom. If particulars mentioned by me are found false or incorrect at any stage, then my services shall be liable to be terminated without any notice.

Signature of the Applicant

Place:

Date: