

F. No. A.13011/04/2021-Estt.  
Ministry of Chemical and Fertilizers  
Department of Fertilizers  
Establishment Section

Shastri Bhawan, New Delhi.  
Dated 16<sup>th</sup> September, 2021

**Vacancy Circular**

Subject: Engagement of Consultant on contract basis in the Department of Fertilizers-regarding.

Applications are invited for engagement of one Consultant on contract basis from the retired Government employees of Central Government. The short listed candidates will be considered for engagement as per the requirement of the Department. The details of position, eligibility criteria, age limit, etc. are as under:

1.	Number of Consultant to be engaged	01
2.	Period of Engagement	Initially for 1 year.
3.	Age Limit	Not more than 62 years (Maximum age of 62 years will be counted as on closing date of the Application)
4.	Level of the post from which retired	AD (OL) or equivalent
5.	Consolidated monthly remuneration	Total monthly consolidated fee/remuneration and the pension drawn shall not be more than the last pay drawn (Subject to maximum Rs. 45,000/-).
6.	Place of work	Department of Fertilizers, Shashtri Bhawan, New Delhi-110001.

2. The engagement of the consultant on contract basis will be subject to the guidelines/terms of reference of this Department's No. A.12011/3/2016-Estt. dated 29<sup>th</sup> July, 2019 and CVC's Circular No. 07/05/21 dated 03.06.2021.

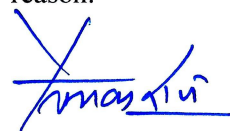
3. Applications from eligible candidates for the aforesaid position are invited in the enclosed application format (Application Form). The application should reach the following address latest by 30.09.2021:

**The Under Secretary (Establishment),  
Room No. 205 D, 2<sup>nd</sup> Floor, Shastri Bhawan,  
New Delhi-110001.**

4. Duly filled in application form along with relevant documents may be sent via email ([tilak.raj26@nic.in](mailto:tilak.raj26@nic.in)) followed by a hard copy.

5. Application received incomplete or after due date will not be considered. Only shortlisted candidates will be intimated and called for personal interaction / interview.

6. Department of Fertilizers reserves the right to reject any application without assigning any reason.

  
(Tilak Raj)

Under Secretary to the Govt. of India  
Tel No.: 011-23387492

To

1. All Ministries/Departments of Government of India
2. Department of Fertilizers' Website.
3. E-Office Notice Board.

## APPLICATION FORM

### Application for the engagement of Consultant

Paste the recent  
Passport size  
photograph

1. Name in full (in Block letters):
2. Father' s/Husband ' s Name:
3. Permanent Address:
4. Address for correspondence:
5. Phone No./(Mob.) & Email ID:
6. (a) Date of Birth :  
(b) Date of superannuation :
7. Last post held at the time of retirement:
8. Name and Address of last Office from which retired:
9. PPO Number (Attach the copy of PPO):
10. Last pay drawn at the time of retirement (attach the Last Pay Certificate):
11. Brief particulars of experience in Govt. Service (last 10 years) (attach a separate sheet, if required):

Ministry/ Department	Period of service From To		Post held & scale of pay/pay level	Nature of work & level of responsibilities

Contd...2/-

12. Additional relevant information, if any, in support of your suitability for the said engagement (attached a separate sheet, if required):

I hereby declare that all the statements in this application are true and complete to the best of my knowledge and belief. I, further declare that I was clear from vigilance angle at the time of retirement. I have read this document and ready to accept the terms and conditions for engagement of the consultant.

Place:

Date:

**Signature of Applicant**