

File No. A-42011/35/2017/Secy. Estt.
NEW DELHI MUNICIPAL COUNCIL
PALIKA KENDRA: NEW DELHI
SECRETARY'S ESTT. BRANCH

P-327022

No. SO (E)/³⁰⁷/SA-II/2020

Dated: 16.6.2020

Vacancy Circular

Applications are invited from retired employees fulfilling following eligibility criteria for appointment as 03 Consultant (Inquiry Officer) in NDMC:-

- (i) Eligibility: The applicant should have retired at the level of the Deputy Secretary (6th CPC Grade Pay Rs.7600/-) or above from Government of India or any other Institution of Govt. of India or from Govt. NCT of Delhi.
- (ii) Age – should not be above 65 years as on 1st April of the year of his/her empanelment.
- (iii) He/She should be in sound health – both physically and mentally.
- (iv) He/She should not be an accused officer in any pending inquiry and should be of impeccable integrity.
- (v) Tenure: Maximum 03 years.
- (vi) Terms and conditions of appointment – the eligibility and terms and condition of appointment including payment of honorarium would be regulated in terms of DoP&T O.M. No.142/2015-AVD.I dated 07.01.2016.

2. Applications in the attached prescribed format may be submitted to Director (Personnel), NDMC, Palika Kendra, Sansad Marg, New Delhi, Room No. 5016, Palika Kendra or through email at director.personnel@ndmc.gov.in by 6.07.2020. Application received after closing date i.e. 06.07.2020 will not be considered.


(R.P. Sati)

Director (Personnel-I)

Copy to:-

1. All Council Members
2. All HODs
3. Jt. Director (IT) – with request to upload the Circular on website.
4. All Notice Board.
5. P.A. to Chairman, NDMC for information
6. P.A. to Secretary, NDMC for information.
7. P.A. to CVO, NDMC for information


16.06.2020

PROFORMA

**APPLICATION FOR APPOINTMENT OF RETIRED GOVERNMENT SERVANTS AS
THE INQUIRY OFFICER TO CONDUCT DEPARTMENTAL INQUIRY**

1. Name of the officer
(In capital letters) _____
2. Date of retirement from
government service _____
3. Age on the date of submitting
Application _____
4. Whether retired on attaining the
age of Superannuation or
Voluntary retirement _____
5. Last post held before retirement _____
6. Details of the Ministry and duration-
wise Posts/assignment
held during the services _____
7. Experience of dealing with
Vigilance cases _____
8. Have you ever assigned the
responsibility of the Inquiry
Officer, If yes, the details thereof _____
9. Whether any penalty was
imposed during the service,
If yes, the details thereof _____
10. Are you an accused in any
Pending Inquiry, if yes, the details
thereof _____
11. Are you already empanelled as
an Inquiry Officer in any department,
If so details thereof _____
12. E-mail I.D. _____

**Name and signature with
Permanent/Present Address
Contact Number:**