

**NEW DELHI MUNICIPAL COUNCIL
PALIKA KENDRA: NEW DELHI
SECRETARY'S ESTABLISHMENT**

NO. SO(E)/ 66 /SA-II/2023

Dated:- 06.02.2023

WALK-IN-INTERVIEW

Subject: Notice for Engagement of 02 Nos. Advisor (Personnel).


The New Delhi Municipal Council (NDMC) invites application from retired Central/State Govt employees for two (02 Nos.) post of Advisor (Personnel) with the following eligibility Criteria/experience, upper age limit, remuneration etc. :-

- i. One Advisor (Pers.) should be retired at least from Director/Deputy Secretary Level post (Level 13 /Level 12 in 7th CPC) and the other from minimum Under Secretary level post (Level 11 in 7th CPC).
- ii. They should have wide experience of **dealing with cadre management issues such as framing/revision/dealing with RRs, cadre review, DPCs etc.**
- iii. Having worked in Personnel Department and dealt with above said matters will be a desirable qualification.
- iv. Advisors(Pers.) will be engaged for a period of 6 months. They will make presentation on the work done to assess the progress made by them on the work assigned, on fortnightly basis. The engagement may however, be curtailed/pre-ended/extended, as per the functional requirement and performance if their work.
- v. Must have not exceeded the age of 65 years on the date of walk-in-interview.
- vi. The applicant should have sound knowledge of working on computer
- vii. The Remuneration will be paid as follows:

If retired from Director level in Central Govt. Grade Pay of ₹8700/- (Pay Level 13 in 7 th CPC)	If retired from DS level (GP of ₹7600/-)(Pay Level 12 in 7 th CPC)	If retired from US level (GP of ₹6600/-) (Pay Level 11 in 7 th CPC)
₹1,70,000/- P.M.	₹ 1,09,000/-P.M.	₹ 93,500- P.M.

2. All eligible candidates who are interested for the same are requested to report by **2.00 PM on 13.02.2023** for walk-in-interview in the office of Director(Pers.) at Room No. 5016, 5th Floor, Palika Kendra, Parliament Street, New Delhi-110001 alongwith duly filled Proforma annexed with this notice as **Annexure-I**.

3. Only those candidates are required to report for walk-in-interview who fulfill the eligibility criteria as mentioned above.


Director (Personnel), NDMC

Copy to:-

1. PS to Chairman, NDMC
2. PA to Secretary, NDMC
3. PA to Director (P)
4. Dy. Director (IT) is request to upload the Vacancy Circular (Walk In Interview) in NDMC website.

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APPLICATION FOR ENGAGEMENT OF ADVISOR (PERSONNEL) IN NDMC

1. Name of the Applicant (In capital letters) _____
2. Father's Name _____
3. Date of Birth _____
4. Date of Retirement from Govt. Service _____
5. Office where last worked _____
6. Designation held at retirement _____
7. Last pay & Pension Drawn _____
8. Aadhar Number _____
9. Educational Qualifications _____
10. Category _____
11. Age as on date _____
12. Details of Computer Knowledge _____
13. Whether any penalty was imposed during the service _____
14. If yes, the details thereof _____
15. Residential Address _____
16. Telephone/ Mobile No. _____
17. E-mail _____

18. Work Experience (Add separate sheet if required)

Sr. No.	Organization / Institute	Post held	Period		Nature of work	Remarks
			From	To		

(Signature of the applicant)