



M. A. I. D. S.

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Govt. of NCT of Delhi

Maulana Azad Institute of Dental Sciences

“M.A.I.D.S. Complex, B.S. Zafar Marg, New Delhi – 110002”

(ADMINISTRATIVE BRANCH)

No.F.18(165)/MAIDS/Consultants/Contract/2020/1265

Dated : 26/5/25

NOTICE

Subject : Engagement of retired government PS / PPS as Consultant (OSD to Director-Principal) on contract basis at Maulana Azad Institute of Dental Sciences, New Delhi

Maulana Azad Institute of Dental Sciences an Autonomous Body under Govt. of NCT of Delhi invites applications on prescribed format as per annexure “B” from retired PS/PPS from Govt. of NCT of Delhi as **Consultant (OSD to Director-Principal)** in prescribed format for one post to be filled purely on contract basis as per guidelines stipulated in Finance Department, Govt. of NCT of Delhi OM No.20/4/2015-AC/204-248 dated 04/12/2015. Application on enclosed format must reach to the office of the Director - Principal, Room No. 501, Administration Branch 5th floor, Phase – II Building, Maulana Azad Institute of Dental Sciences, B. S. Zafar Marg, New Delhi-110002 latest by 09/06/2025 at 4:00 PM.

The details of the Post are given below:

Sl. No.	Category of Post	Age Limit
01.	Consultant (OSD to Director-Principal)	Not more than 62 years as on 31/05/2025

Interested candidates may apply on the prescribed form. Duly filled in applications along with supporting documents should be submitted to Director - Principal, Room No. 501, Administration Branch 5th floor, Phase – II Building, Maulana Azad Institute of Dental Sciences, B. S. Zafar Marg, New Delhi-110002, on or before 09/06/2025 at 4:00 PM by hand or by post.

Eligibility: Retired PS/PPS from Govt. of NCT of Delhi.

Emoluments for Consultant (OSD to Director-Principal) : Last pay drawn minus Pension plus DA under the Rules.

Mode of Selection: The selection will be made through interview of shortlisted candidates. Names of shortlisted candidates and the date & time of interview will be displayed on MAIDS website i.e. www.maids.delhi.gov.in on **10/06/2025**.

The decision of the Appointing Authority will be final in this regard.

Annexure – A (Terms and Conditions)

Annexure – B (Application form)



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Terms and Conditions for Engagement of Retired PS/PPS on Contract Basis against Sanctioned vacant Post of P.S. to Director-Principal.

1. The engagement of retired Govt. PS/PPS on contract basis will be against vacant sanctioned post. The engagement of retired govt. Staff will be on full time basis and they will not be permitted to take up any other assignment during the period of contract.
2. The engagement would be for a period of one year or till the appointment of regular incumbent whichever is earlier. However, it can be extended further subject to the satisfactory performance of the incumbent and depending upon the specific job and the time frame for its completion. The total period of engagement would not exceed five years in no case the contract would be allowed beyond five years. The maximum age limit of engagement shall be 65 years.
3. The amount of monthly consolidated remuneration in the case of retired Govt. officials shall be last pay drawn minus pension plus DA at the applicable rate. However, the retired govt. official shall continue to draw pension and the dearness relief thereon during the period of his/her engagement as Consultant (OSD to Director-Principal). His/her engagement as Consultant (OSD to Director-Principal) shall not be considered as a case of re-employment.
3. The incumbent shall not be entitled to any allowance such as House Rent Allowance, Reimbursement of call charges of mobile, Transport facility, Residential accommodation, HPCA etc.
4. No govt. vehicle shall be provided to the contractual staff.
5. No TA/DA shall be admissible for Interview / joining the assignment or on its completion. The Consultant (OSD to Director-Principal) will not be allowed foreign travel at Govt. expenses. However, incumbents shall be allowed TA/DA for their travel inside the country in connection with the official work, if any, as per their entitlement as on the date retirement.
6. He/She shall be eligible for 8 days leave in a year. Therefore, he/she shall not draw any remuneration in case his/her absence beyond 8 days in a year. Also un-availed leave in a calendar year cannot be carried forward to next calendar year.

7. The engagement is of a temporary nature and the engagement can be cancelled at any time by the department without assigning any reason.
8. The retired Govt. servant should be clear from vigilance angle.
9. If he/she neither accepts nor seeks time to accept the offer within the prescribed limit of 7 days, the appointment shall be offered to the next on the waiting list.
10. Since engagement of Consultant (OSD to Director-Principal) is against a vacant post of P.S. to Director-Principal of this Institute, request for transfer to another Institute shall not be considered.
11. The other terms and condition will be applicable as per OM No.20/4/2015-AC/204-248 dated 04-12-2015 issue by Finance Department, Govt. of NCT of Delhi.



(Dr. Arundeeep Kaur)
Director-Principal

Note:

1. The selection will be based on scrutiny of applications conducted by nominated committee and personal Interview.
2. The application shall be submitted in enclosed format with self-attested copies of PPO and requisite documents relating to Age / Educational Qualifications / Professional and Teaching Experience, etc.
3. The Competent Authority reserves the right to make any amendment, cancellation and changes in this Notice in whole or in part without assigning any reason.

Starting date of submission of application form	: 26/05/2025
Last date of submission of application form in MAIDS	: 09/06/2025
Date of display of shortlisted candidates	: 10/06/2025
Date & time of Interview.	: 11/06/2025

Kindly visit the institute website i.e. www.maids.ac.in regularly for further updates and information.

Application format for Retired PS/PPS on contract Basis as a
“Consultant (OSD to Director-Principal)”

Paste recent
Passport size
Photograph

1	Name	:	
2	Father's / Husband Name	:	
3	Gender (Male/Female)	:	
4	Date of Birth	:	
5	Age as on 31/05/2025	:	
6	Present Residential Address	:	
7	Contact No.	:	
8	Email Id	:	
9	Aadhar No.	:	
10	Date of Retirement	:	
11	Post Last Held	:	
12	Institution Deptt. Last Served	:	

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13	Last Pay Drawn as per 6 th /7th Pay commission	:	
14	PPO No. (Attach Copy)	:	
15	Basic Pension drawn	:	
16	Vigilance clearance report from the Deptt. & DOV (attach copy)	:	
17	Any other Field of Expertise	:	

Certified that the information furnished above is correct to the best of my knowledge and belief. Further, I was clear from the vigilance angle at the time of retirement.

Place:-

Date:-

Signature of the applicant