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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)

NOTICE

Dated : 10-10-2023

Subject: “Engagement of Retired Govt. officers on contract basis at Maulana Azad Institute of Dental Sciences, New Delhi against Sanctioned vacant Post.

Maulana Azad Institute of Dental Sciences an Autonomous Body under Govt. of NCT of Delhi invites applications from **Retired Govt. officer on contract basis** at **Maulana Azad Institute of Dental Sciences, New Delhi** on prescribed format for the following Posts 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:

Sl. No.	Category of Post	Who can apply
01.	Consultant (Dy. Director (Admin.))	Retired Govt. Officers who have retired or will be retiring on or before 31-10-2023 but the age of applicant should not be more than 63 years as on 31/12/2023
02.	Consultant (Registrar)	
03.	Consultant (Store Officer)	

Interested candidates may apply in the prescribed proforma. Duly filled application form along with supporting documents should be submitted to **Director-Principal, Room No. 116, 1st Floor, Maulana Azad Institute of Dental Sciences, B.S. Zafar Marg, New Delhi-110002,** on or before **20-10-2023 up-to 4:00 P.M.** by hand or by post.

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“Eligibility criteria for the following posts to be filled on contract basis in MAIDS ”

01.	Consultant (Dy. Director (Admin.))	Retired Govt. officer i.e. Dy. Director/Dy. Secretary/Sr. Administrative Officer and Administrative Officer or equivalent etc.
02.	Consultant (Registrar)	Retired Govt. officer i.e. Dy. Registrar/ Assistant Registrar/ Dy. Director/Dy. Secretary/ Sr. Administrative Officer and Administrative Officer or equivalent etc.
03.	Consultant (Store Officer)	Retired Govt. officer i.e. Section Officer/Store Officer/ Purchase Officer or equivalent etc.

Emoluments : Last pay drawn minus Pension plus DA as per guidelines stipulated in Finance Department, Govt. of NCT of Delhi OM No.20/4/2015-AC/204-248 dated 04/12/2015.

Mode of Selection: The selection will be made through interview of shortlisted candidates. Names of shortlisted candidates and date & time of interview will be displayed on MAIDS website i.e. www.maid.sdelhi.gov.in

“Terms and Conditions for Engagement”

Terms and Conditions for Engagement of Retired Govt. officers on contract basis at Maulana Azad Institute of Dental Sciences, New Delhi for the following Posts:-

1. Consultant (Dy. Director (Admin.)) 2. Consultant (Registrar) 3. Consultant (Store Officer)	1. The engagement will be against sanctioned vacant post. The engagement of retired Govt. Officers 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 and in no case, the contract would be allowed beyond five years, subject
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to condition that the maximum age limit of engagement shall be 65 years.

3. The amount of monthly consolidated remuneration in the case of retired Govt. officers shall be **last pay drawn minus pension plus DA as per Rules**. However, the retired Govt. officer shall continue to draw pension and the dearness relief thereon during the period of his/her engagement. His/her engagement shall not be considered as a case of re-employment.
4. 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.
5. No Govt. vehicle shall be provided to the contractual officer.
6. No TA/DA shall be admissible for attending Interview / joining the assignment or on its completion. The incumbent will not be allowed foreign travel on 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.
7. He/She shall be eligible for 08 days leave in a calendar year on pro-rata basis. Therefore, he/she shall not draw any remuneration in case of his/her absence extends beyond 08 days in a year (Calculated on pro-rata basis. Also un-availed leave in a calendar year cannot be carried forward to next calendar year.
8. The engagement is of a temporary nature and the engagement can be cancelled at any time by the department without assigning any reason.
9. The retired Govt. Officer should be clear from vigilance angle.
10. 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.
11. Since engagement of Consultant (Dy. Director (Admin.)), Consultant (Registrar) & Consultant (Store Officer) are against a sanctioned vacant post of Dy. Director (Admin.), Registrar & Store Officer/Grade - I of this Institute, request for transfer to another Institute shall not be considered.
12. The other terms and conditions will be applicable as per OM No.20/4/2015-AC/204-248 dated 04-12-2015 issued by Finance Department, Govt. of NCT of Delhi.

Sd/-

(Prof. (Dr.) Tulika Tripathi)
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 proforma with self-attested copies of PPO and requisite documents relating to Age / Educational Qualifications / Professional and Teaching Experience, etc.
3. The Competent Authority, MAIDS, New Delhi 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	10-10-2023
Last date of submission of application form in MAIDS	20-10-2023
Date of display of shortlisted candidates	to be displayed on the Website of MAIDS
Date & time of Interview	to be displayed on the Website of MAIDS

Kindly visit the institute website i.e. www.maids.delhi.gov.in regularly for further up-dates and information.

S/d
**Director – Principal
MAIDS, New Delhi**

Application Proforma

Paste recent
Passport size
Photograph

For the post of _____ on contract Basis

1	Name	:	
2	Father's / Husband Name	:	
3	Gender (Male/Female)	:	
4	Date of Birth	:	
5	Age as on 31-12-2023	:	_____ Years _____ Months _____ Days
6	Present Residential Address	:	
7	Contact No.	:	
8	e-mail Id	:	
9	Aadhar No.	:	
10	PAN No.	:	
11	Date of Retirement/Superannuation	:	
12	Posts Held (with pay Scale) along-with Duties Assigned during the entire service		
Name of the Post (Pay Scale)		Duties Assigned	
a.			
b.			
c.			
d.			
e.			
d.			

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13	Institution/Department with the designation where he retired from	:	
14	Last Pay Drawn as per 6 th /7 th Pay commission (Pay Band+GP/Pay Level)	:	
15	PPO No. (Attach Copy)	:	
16	Basic Pension drawn as per PPO	:	
17	Vigilance clearance report from the Deptt. & DOV/ University Admn./Institution (attach copy)	:	
18	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

Name :_____

Contact No. :_____