

F. No. II/21022/58(096)/2014-FCRA(MU)

Ministry of Home Affairs

Foreigners Division

(Monitoring Unit)

NDCC-II Building, Jai Singh Road,

New Delhi-110001

Dated the 5th December, 2015

CIRCULAR

Subject: Engagement of Consultants for secretariat work on contact basis in Foreigners Division of Ministry of Home Affairs-regarding.

Foreigners Division, Ministry of Home Affairs, New Delhi invites applications from recently retired Accountants, Sr. Accountants, Assistant Account Officers, Account Officer, Section Officer and Sr. Account Officer from Government of India, for the engagement of consultants. They should have having sufficient experience in dealing with Parliament Question, accounting, auditing of non-governmental accounting organization. The assignment involves the work from initial level to the completion. Consultants are to be hired as per rules laid down in GFR and will be paid monthly remuneration on the basis of last pay drawn minus pension plus DA (on the date of offer of appointment).

2. The details including eligibility criteria, proforma in which personal details are to be submitted is available on the website of Ministry of Home Affairs i.e. <http://mha.nic.in>.

3. Such retired officers who are willing to contribute to the mission of the Ministry of Home Affairs, having good health are requested to send their complete curriculum vitae to the undersigned by 31.12.2015. The application should be emailed to jsf@nic.in or anand.joshi68@nic.in


(Anand Joshi)
Under Secretary(MU)

Copy to:-

SO(IT), MHA North Block to upload in <http://mha.nic.in> and MHA website.

PROFORMA

Application for engagement of Consultants in Foreigners Division, Ministry of Home Affairs

1.	Name in full (Block letter):	
2.	Complete residential address With pin code No:	
3.	Phone/Mobile No.:	
4.	Email. ID.:	
5.	Educational Qualification :	
6.	Date of Superannuation for Govt. Service	
7.	Designation and Office Address at the time of retirement	
8.	PPO & LPC No.	
9.	Brief Particulars of experience in Govt. Service	
10.	Additional relevant information, if any, in support of your suitability for the said engagement, attach a separate sheet, if necessary	

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I further declare that I was clear from vigilance angle the time of my retirement. I have read this document and ready to accept all the term & conditions for engagement of consultants.

Place:
Date:

(Signature of Candidate)