



INSTITUTE OF HUMAN BEHAVIOUR & ALLIED SCIENCES (IHBAS)

Hospital based autonomous academic Institute, under
Government of National Capital Territory of Delhi dealing with
"Brain- Mind Problems & Their Solutions"
Dilshad Garden, Delhi 110 095 (India)



Tel.: 22130135, E-mail: admnofficerihbas@gmail.com Website: www.ihbas.delhigovt.nic.in

Adv. No. 10/2020/Estt./IHBAS/

Dated: 9.9.2020

RECRUITMENT NOTICE

ENGAGEMENT OF RETIRED GOVERNMENT EMPLOYEES AS ASSISTANT (CONSULTANT) ON CONTRACTUAL BASIS IN IHBAS

Applications are invited for engaging Retired Government employees as **Assistant (Consultant)** against 09 vacant posts of Assistant purely contractual basis. For details of Eligibility criteria, Consolidated remuneration., Application Format etc. please visit our website (www.ihbas.delhigovt.nic.in).

Applications duly filled along with attested copies of required/supporting documents must be sent to The Joint Director (Admn), IHBAS, Dilshad Garden, Delhi – 110095 on or before 05.10.2020. Application received in IHBAS after this date will not be entertained.

9.9.20
Offg. Joint Director (Admn)
IHBAS

MENTAL ILLNESSES ARE TREATABLE

मानव व्यवहार एवं संबद्ध विज्ञान संस्थान (इहबास)



राष्ट्रीय राजधानी क्षेत्र दिल्ली सरकार का स्वायत्त संस्थान

“मष्टिक की समस्याओं के समाधान के लिए-मन”

दिलशाद गार्डन 110095 -दिल्ली,

टेलिफोन: 22130135 ई मेल:-admnofficerihbas@gmail.com Website: ihbas.delhigovt.nic.in

विज्ञापन सं 10/2020/स्था./इहबास/


दिनांक

भर्ती सूचना

इहबास में संविदा के आधार पर सहायक (सलाहकार) के रूप में सेवानिवृत्त सरकारी कर्मचारियों की आवश्यकता

संविदा के आधार पर सहायक के 09 रिक्त पदों के विरुद्ध सहायक (सलाहकार) के रूप में सेवानिवृत्त सरकारी कर्मचारियों को नियुक्त करने के लिए आवेदन आमंत्रित किए जाते हैं। पात्रता मानदंड, समेकित पारिश्रमिक, आवेदन प्रारूप आदि के विवरण के लिए कृपया हमारी वेबसाइट www.ihbas.delhigovt.nic.in पर जाएं।

आवश्यक / सहायक दस्तावेजों की सत्यापित प्रतियों के साथ भरे हुए आवेदन, 05.10.2020 या इससे पहले संयुक्त निदेशक (प्रशासन), इहबास, दिलशाद गार्डन, दिल्ली - 110095 को पहुँच जाना चाहिए। इस तिथि के पश्चात प्राप्त आवेदनों पर कोई विचार नहीं किया जाएगा।

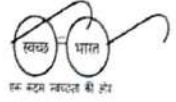
 9.9.20

कार्यवाहक संयुक्त निदेशक (प्रशासन)

मानसिक बीमारियों का उपचार संभव है

INSTITUTE OF HUMAN BEHAVIOUR & ALLIED SCIENCES (IHBAS)

Hospital based autonomous academic Institute, under
Government of National Capital Territory of Delhi dealing with
"Brain- Mind Problems & Their Solutions"
Dilshad Garden, Delhi 110 095 (India)



Tel.: 22597750 Fax: 22114066, E-mail: jdadmnihbass@rediffmail.com Website: www.ihbass.delhigovt.nic.in

No. F.2/4132/2020/Estt./IHBAS/

Dated: 9/9/2020

RECRUITMENT NOTICE

ENGAGEMENT OF RETIRED GOVERNMENT EMPLOYEES AS ASSISTANT (CONSULTANT) ON CONTRACTUAL BASIS IN IHBAS

Applications are invited for engaging Retired Government employees as **Assistant (Consultant)** against vacant posts of Assistant, purely on contractual basis initially for a period of one year, extendable further depending upon the requirement of IHBAS and performance of the candidate or till the posts are filled up by deputation/promotion whichever is earlier. Eligibility criteria for the aforesaid post are as under:

- | | | |
|--|---|---|
| (i) Category | : | Assistant |
| (ii) Name of the post | : | Assistant (Consultant) |
| (iii) No. of posts | : | 09 (Nine) |
| (iv) Minimum Grade Pay/Pay Matrix | : | GP Rs. 4200/4600 (6 th CPC)/ Level-6/7 (7 th CPC) |
| Level on regular service in respective grade at time of retirement | | |
| (v) Post held at the time of retirement: | | Assistant/Head Clerk/Assistant Section Officer/ Office Superintendent etc. |
| (vi) Experience | : | Administration/Establishment, Vigilance matters, Court Cases, Purchase matters etc. |
| (vii) Computer Knowledge | : | Candidate should be well conversant with the knowledge of Computer – especially in Word & Excel. |
| (viii) Age Limit | : | Less than 62 years (Age limit shall be reckoned on the date of publication of Recruitment Notice in Employment News). |

The interested and eligible candidates may apply in prescribed Application Form which is enclosed herewith as per **Annexure-A**. The application duly filled along with attested copies of required/supporting documents must be reached to The Joint Director (Admn), IHBAS, Dilshad Garden, Delhi-110095, **on or before 05.10.2020**. The Terms & Conditions for engagement are enclosed herewith as per **Annexure-B**.


(Dr.V.K.S. Gautam)
Offg. Joint Director (Admn)

Copy to : (1) **L&DO, IHBAS**- with a request to upload this Recruitment Notice on the website of IHBAS
(2) Notice Board

INSTITUTE OF HUMAN BEHAVIOUR & ALLIED SCIENCE
DILSHAD GARDEN, DELHI-110095

FORMAT OF APPLICATION FOR THE POSTS PURELY ON CONTRACT BASIS
(FOR RETIRED GOVERNMENT EMPLOYEES)

Please affix a
Passport size
photograph with
your signature
across

1. Name of the Post/Category applied for : _____
2. Name of the candidate (In block Letters) : _____
3. Father's Name : _____
4. Date of Birth : _____
5. Date of Retirement from Service : _____
6. Post held at the time of Retirement : _____
7. Last pay drawn at the time of Retirement : _____
(Also indicate Basic Pay & Grade Pay/Pay Matrix Level. A copy of PPO be enclosed)
8. D.D.O from where last pay drawn : _____
9. Whether clear from vigilance angle? : _____
(A copy of Vigilance clearance from the Department from where he/she retired, be enclosed)

10. Education/Professional Qualification:

Qualification	Subject	Board/University	Marks%

(Attach separate sheet if space is not sufficient)

11. Whether well conversant with Computer : Yes/No
 Knowledge specially Word & Excel:

12. Experience:

Name of post	Period	Pay in the Pay Band/Pay Matrix Level	Nature of duties (job & responsibility)

(Attach separate sheet if space is not sufficient)

13. Address for communication :

14. Contact No. and Email address :

Declaration to be signed by the candidate

I hereby certify that above particulars mentioned in the application are correct and true to the best of my knowledge and belief and nothing material fact/information has been suppressed or concealed therefrom. If particulars mentioned by me are found false or incorrect at any stage, then my services shall be liable to be terminated without any notice.

Place:

Signature of the Candidate

Date:

Name

Encl:

- (1) Copies of all testimonials.
- (2) Copy of PPO
- (3) Copy of Vigilance Clearance Certificate.

Terms & Conditions for engagement of retired Government Official as Consultant

1. The engagement of retired Government servant as Assistant (Consultant) should be against a vacant sanctioned post. The consultant would be on full-time basis and they would not be permitted to take up any other assignment during the period of consultancy.
2. The engagement of Assistant (Consultant) should initially be for a period of one year or till post is filled up by deputation whichever is earlier. However, it can be extended further subject to satisfactory performance of the consultant and depending upon the specific job and time frame for its completion. The maximum age limit of engagement as consultant shall be 65 years.
3. The amount of monthly consolidated remuneration in the case of retired Government officials appointed as Assistant (Consultant) shall be Last Pay minus Basic Pension plus DA at the applicable rate. However, a retired Government official appointed as Assistant (Consultant) shall continue to draw pension and the dearness relief thereon during the period of his engagement as Assistant (Consultant). His/Her engagement as Assistant (Consultant) shall not be considered as a case of re-employment.
4. The Assistant (Consultant) shall not be entitled to any allowance, such as House Rent Allowance, reimbursement of call charges of Residential Telephone/Mobile, Transport facility, Residential Accommodation, Personal Staff etc.
5. No Government vehicle shall be provided to the Consultants.
6. No TA/DA shall be admissible for joining the assignment or on its completion. Assistant (Consultant) will not be allowed foreign travel at government expenses. However, Assistant (Consultant) 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 of retirement.
7. Assistant (Consultant) shall be eligible for 08 days leave in a calendar year on pro-rata basis. Therefore, a Assistant (Consultant) shall not draw any remuneration in case of his/her absence 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 of Assistant (Consultant) is of a temporary nature and the engagement can be cancelled at any time by the department without assigning any reason.
9. Before engaging any retired Government servant as Assistant (Consultant), the Administrative Department should ensure that the retired official is clear from Vigilance angle.
10. He/She will not be permitted take any other assignment during the period of contract appointment with IHBAS. He/She can be required to work on holidays also, if need be, for which not additional remuneration will be paid.
11. He/She will not be entitled for any other facilities i.e. reimbursement of medical expenses, Leave Travel Concessions (LTC) etc.
12. He/She may be asked to perform any duties as and when assigned by higher authorities and that he/she shall discharge duties assigned to him with full responsibility and to the full satisfaction of higher authorities.
13. His/Her appointment will be purely on contract basis and he/she will have no right to claim for regular appointment as no such post exists in the department.
14. **Prescribed application forms complete in all respect must be reach to The Joint Director (Admn), IHBAS, Dilshad Garden, Delhi – 110095 on or before 05.10.2020.**


Offg. Joint Director (Admn)