

Dr. Ambedkar Foundation
Ministry of Social Justice and Empowerment
15, Janpath, New Delhi

Dr. Ambedkar Foundation, in an autonomous organization under the Ministry of Social Justice and Empowerment, intends to engage Consultants (retired officials from Central Govt. in the rank of Section Officer/Under Secretary/Deputy Secretary/Director), on contract basis. The other applicants (without experience in govt. services) possessing Post Graduate Degree from a recognised University and having experience and domain knowledge relating to Dr. Ambedkar Foundation, may also apply. However, the applicants will be considered for engagement after an interview, which will be intimated separately. The place of posting will be New Delhi. The last date for submission of applications is 20.12.2017 (Wednesday). For further details, please visit website of the Foundation www.ambedkarfoundation.nic.in



D.P.Majhi
Director
Dr. Ambedkar Foundation

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15, Janpath, New Delhi

Applications are invited from retired Central/State Government Officers below the age of 67 years who retired at least in the rank of Section Officer (Director /DS, US and SO) to work as Consultants on contract basis in the Dr. Ambedkar Foundation, New Delhi. The applicant should have sufficient experience in the areas of formulation, implementation, monitoring, evaluation, revision of Schemes and programmes etc in Social Sector / Ministries. They should have working experience in computer; have good command of both, English and Hindi and proficient in noting and drafting as well. Experience in Administration, Establishment, Finance/Accounts works etc. will be an added qualification. The remuneration would be as per the circular issued by the Ministry of Social Justice and Empowerment / DoPT.

2. The other applicants (without experience in govt. services) possessing a minimum of Post Graduate Degree from a recognised University and having experience and domain knowledge relating to Dr. Ambedkar Foundation, may also apply. Such applicants should have fair knowledge of the govt. Rules and Procedures, and also possess good noting/drafting skills in English and Hindi. Consultancy fee in their cases will be Rs.35, 000/- per month.

3. The working hours will normally be 5 days in a week, 9.30 AM to 6.00 PM. However, they may be required to work beyond on exigencies. The place of posting will be New Delhi. Interested persons may submit their applications with the following details **to the Director, Dr. Ambedkar Foundation, 15, Janpath, New Delhi-110001**, so as to reach the Foundation latest by **20.12.2017 (15.00 hrs)**. The candidature of eligible/suitable applicants will be considered for engagement after an interview, which will be intimated separately. Dr. Ambedkar Foundation will not be responsible for any postal delay. For further details about the Dr. Ambedkar Foundation, please visit website of the Foundation www.ambedkarfoundation.nic.in.

Any amendment to this notice will be posted in website of the Foundation only.

FORMAT OF APPLICATION

- (i) Name
- (ii) Complete address with mobile number and E-mail ID
- (iii) Date of Birth
- (iv) Educational Qualification (Matriculation onwards)
- (v) Service details in the following format (wherever applicable)

S.No	Name of Ministry / Department	Post held and work handled	Remark
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Signature of the Applicant