

Ref No. REC/HR/Rectt./Consultant/2019/01

27.06.2019

## ADVERTISMENT FOR ENGAGEMENT OF CONSULTANT

REC Ltd (formerly known as Rural Electrification Corporation Ltd), a Navratna, Central Public Sector Enterprise, is a premier financial institution engaged in the business of financing power projects and providing value added services to the power sector players across the value chain for 50 years. REC is the nodal agency for various flagship programmes of Govt. of India for power sector reform, transformation and development.

Applications are invited from retired/separated employees from Government, Central or State PSUs or power utilities or any individual from a public/private agency or company, consultancy firms, research institutions, management firms etc., with the following qualifications to be engaged as consultants initially for a period of 6 months;

Position	Consultant (Secretarial Assistance/Liaising & Co-ordination)
No. of Requirement	01
Age	Below 63 years
Qualification & Experience	Graduation with at least 16 years of experience in Stenography/Liaising & Co-ordination works in various Depts./Ministries of Govt. of India. Preference shall be given to retired Govt. servants.
Nature of Responsibilities	<ul style="list-style-type: none"> <li>• Secretarial Assistance to the Executive Director</li> <li>• Coordination with various States on implementation of Govt. Programmes</li> <li>• Liaise with concerned Officials/Ministries with regard to Govt. Programmes</li> <li>• Any other responsibilities assigned by the Management from time to time</li> </ul>
Remuneration	Will be decided based on the last drawn salary and as per the policy of the Corporation

Interested candidates are requested forward their application/CV along with evidence of proof of age, qualification and experience, last drawn pay including level/grade or CTC as applicable to [ianton@recl.in](mailto:ianton@recl.in) on or before 06.07.2019.

### General Information

1. Before applying the candidate must satisfy himself/herself that he/she is eligible to apply for the post and is in position to comply with the requirements and terms and conditions mentioned in the advertisement.
2. The appointment is purely on contract basis thus will not entitle any candidate to claim for regular/permanent employment in REC.
3. Applications received in any other format/mode will not be entertained.
4. Candidates are required to go through the full text of advertisement and read all the given conditions carefully while applying for the post and should ensure that he/she fulfils the eligibility and other norms mentioned above, as on the cut-off date and that the particulars furnished are correct in all respects. If at any stage of selection, it is detected that a candidate has furnished any incorrect/false information or has suppressed any material fact(s) to become eligible, his/her candidature will stand automatically cancelled. If any of the above short coming(s) is detected even after his/her appointment, his or her services are liable to be terminated without any notice.
5. The cut-off date for reckoning age, experience will be the last date of submission of application i.e.06.07.2019.
6. REC reserves the right to cancel/restrict/modify/alter the process, if need so arises, without issuing any further notice or assigning any reason whatsoever.
7. Candidature/application are liable for rejection if evidence of age, qualification, experience and pay are not furnished along with application.
8. REC reserves the right to relax/raise the experience, qualification & other qualifying criteria.
9. No correspondence will be entertained from candidates who are not shortlisted/selected.