

STATE COUNCIL OF EDUCATIONAL RESEARCH & TRAINING
(An Autonomous Organisation of Edu.Department, GNCT of Delhi)
VARUN MARG, DEFENCE COLONY, NEW DELHI-110 024

F.No.5(94)/Admn/2016/PF-I/ 14677

Dated: 30/12/22

PUBLIC NOTICE

Applications are invited from retired functionaries, below the age of 63 years, retired from pensionable Central Govt./Delhi Govt./any State Govt./Local Bodies/Defence Services or equivalent services for engagement as Consultant (Section Officer) in SCERT/DIETs on contractual basis. Detailed instructions are as under:

1. **Remuneration:** The Consultant (SO) hired on contractual basis in SCERT/DIETs will be paid salary by applying the formula of Last Pay Drawn minus Basic Pension plus DA at the applicable rate.
2. **Eligibility:**
 - (i) The candidate should have retired as Section Officer from the pensionable services of Central/Delhi/State Govt., Local Bodies, Defence Services or equivalent services;
 - (ii) He/She should be less than 63 years of age;
 - (iii) The candidate should be medically fit for which a medical certificate from a Registered Medical Practitioner having at least MBBS or equivalent medical degree will have to be given;
 - (iv) The candidate should be free from vigilance angle at the time of retirement. As a proof of this, a copy of the Pension Payment Order/Gratuity Payment Authority will have to be submitted. In addition, to this, an undertaking will be obtained from such person to the effect that he/she has no criminal case pending against him at the time of hiring;
 - (v) The person should have working knowledge of Computer such as MS-Office (Words & Excel), PPT, Internet and e-mail. Knowledge of MS Office is essential for persons to be appointed as Consultant and an undertaking shall, therefore, be obtained from the candidate that he/she has adequate working knowledge of MS Office.
3. **Terms of Hiring:**
 - (i) The Contract of hiring will be **initially up to 31.03.2023** or till the sanctioned vacant posts against which contractual persons have been hired are filled by regular employees or such staff attains the age of 63 years, whichever is earlier;

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- (ii) In case, the need for hiring contractual staff still persists after one year, contractual engagement will be reviewed and may be renewed on yearly basis on the basis of satisfactory work and conduct report/performance. However, no extension shall be given beyond the age of 65 years;
- (iii) The selection panel will remain valid for one year or till further orders, whichever is later.

4. Mode of Application and Selection:

- (i) The candidates will apply online as per performa available on the home page of the website of the SCERT 'www.scertdelhi.nic.in' under link "Recruitment in SCERT" and sub-link "Engagement of retired persons as Consultant (Section Officer) on contractual basis.
- (ii) On the date and time fixed for interview, the applicant will present himself/herself along with self-attested copies and originals of the documents relating to educational qualification, experience, length of service, DOB etc. for verification namely:
 - a) Hard copy of the application;
 - b) Self attested photocopies of the documents of educational qualification and previous experience;
 - c) Medical fitness certificate of a registered medical practitioner (having MBBS or equivalent degree);
 - d) Pension Payment Order or any equivalent document showing length of earlier qualifying service;
 - e) An undertaking to the effect that he/she has no criminal case pending against him at the time of hiring;
 - f) An undertaking to the effect that he/she has working knowledge of Computer such as MS-Office (Words & Excel), PPT, Internet, e-mail and also operating knowledge of Android Mobile Apps.
- (iii) The applicant who fails to appear before the Selection Committee for interview on the scheduled date and time or to resume duty within three working days after issue of engagement letter, he/she will forfeit his/her candidature.
- (iv) Selection will be done at the SCERT level on merit prepared by giving weightage of age, qualification and length of service rendered before retirement in Central Govt./Delhi/State Govt., Local Bodies, Defence Services or equivalent services as well as interview.
- (v) Only shortlisted applicants will be interviewed by a Selection Committee.

- (vi) The Offer of Engagement shall be issued in order of merit only. Remaining eligible applicants will remain empanelled in the SCERT for future engagement, if required.
- (vii) In case of termination of contract of a Consultant due to joining of regular employee, and subsequently the vacancy arise again in SCERT/DIET, the SCERT may consider the name of such terminated candidate again.
- (viii) A panel of candidates will be drawn strictly on the basis of decreasing marks and the topper will be selected. In case of a tie. i.e. more than one candidates securing same marks the younger in age will be selected. If any, new vacancies arise or the originally selected person does not join or is terminated, the next candidate in order of merit from the panel will be hired.
- (ix) Whenever service on one or two consultant has to be terminated due to joining of regular employee, the DDE SCERT in consultation with Selection Committee will decide whose contract is to be terminated.
- (x) As soon as the engaged retired consultant attains the age of 65 years, he/she will stand terminated immediately without any notice.

5. Duties and Responsibilities:


The contractual ministerial staff, irrespective of his/her posts from which he/she retired will have to perform the following duties. No financial powers will be given to the contractual employee. The Deputy Director, SCERT/Principal, DIET will decide about proper work distribution among the ministerial staff members. The contractual ministerial staff will have to do following work:

- (i) Handling of Administrative matters like Service Book, Leave Record etc.
- (ii) Handling correspondence and file work.
- (iii) Record keeping/Record maintenance.
- (iv) Scrutiny of various personal claims such as LTC, Medical, CEA etc.
- (v) Submission of various information/returns.
- (vi) Looking after logistics for training programme/workshop/conference/seminar.
- (vii) Any other duty of ministerial nature assigned by Deputy Director, SCERT/Principal, DIET.

6. Termination of Services: The services of contractual Consultant may be terminated by the Director, SCERT/Principal, DIET without any notice for any lapse/irregularity committed by him/her or the Work and Conduct not found satisfactory or absence without prior sanction of Director/DDE, SCERT/Principal, DIET or on attaining the age of 65 years.

7. **Entitlement of Leave:** The contractual Consultant will be allowed to avail one leave per completed calendar month. Un-availed leave may be carried forward till the currency of the contract. This leave will be treated on the lines of 'Earned Leave'. Intervening closed holidays falling during the period of leave will be counted as leave. However, prefixing or suffixing of closed holidays with leave will be allowed. There is no provision of leave without pay for these contractual Consultant. The HOO, SCERT/Principal, DIET will treat/mark a Consultant 'on leave' only for the day he/she is granted leave to the admissible extent. In case he/she is absent beyond period of granted leave, irrespective of prior intimation, the HOO, SCERT/Principal, DIET will mark him/her as 'ABSENT' and not 'ON LEAVE'. The HOO, SCERT/Principal, DIET will not grant leave for more than three consecutive days at a time subject to availability of leaves in his/her leave account without the approval of the Director, SCERT. The accumulated leave (s) at the time of termination of contract shall not be encashable under any circumstances.

8. **Timings :** The Consultant will report for duty as per the SCERT/DIET's office timings.


(ASEEM KUMAR GOEL)
DEPUTY DIRECTOR/HOO SCERT

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Advertisement No.1/2023

Online applications, are hereby, invited for filling up posts of **Consultant (Section Officer)** on contractual basis in SCERT and its 09 DIETs of Delhi, up to 31.03.2023 or till the post is filled up on regular basis, whichever is earlier. Eligible candidates are advised to apply online only from **02.01.2023**. Last date for submission of online application form is **11.01.2023 (5:00 PM)**. Submission of wrong or false or fabricated information shall lead to rejection of candidature. For details, regarding essential eligibility conditions, educational qualifications, selection criteria and application form etc. please refer to website www.scert.delhi.gov.in under link 'Notice Board' and sub-link "Recruitment".

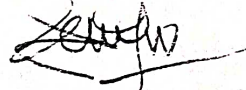


Dy. Director, SCERT

राज्य शैक्षिक अनुसंधान एवं प्रशिक्षण परिषद
वरुण मार्ग डिफेंस कालोनी नई दिल्ली-110024

विज्ञापन संख्या 01/2023

राज्य शैक्षिक अनुसंधान एवं प्रशिक्षण परिषद दिल्ली और इसके संबधित 09 मण्डलीय शिक्षा एवं प्रशिक्षण संस्थानों;(DIETs) में अनुबंध के आधार पर सलाहकार (अनुभाग अधिकारी), 31-3-2023 तक या पदों पर नियमित भर्ती होने तक जो भी पहले हो, के लिए ऑनलाइन आवेदन आमंत्रित किये जाते हैं। पात्र अभ्यार्थी केवल ऑनलाईन माध्यम आवेदन 02.01.2023 से 11.1.2023 सायं 05.00 तक आवेदन कर सकते हैं। गलत जानकारी तथा मनगढ़ंत जानकारी देने से अभ्यार्थिता को अस्वीकार कर दिया जायेगा। इस संबध में आवश्यक योग्यता, चयन प्रक्रिया इत्यादि की विस्तृत जानकारी के लिए कृपया एस0 सी0 ई0 आर0 टी0 की वेबसाईट www.scert.delhi.gov.in के अन्तर्गत "Notice Board" तथा उप-लिंक "Recruitment" में देखें।



उप-निदेशक, एस0 सी0 ई0 आर0 टी0

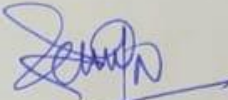
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Sub: Uploading of Public Notice on the official website of SCERT.

It is to intimate that a SCERT proposed to engage ___ Consultant
(Section Officer) in SCERT.

In this regard, you are requested to arrange uploading of enclosed
Public Notice on the official website of SCERT i.e.
<http://www.scert.delhi.gov.in> on or before 02.01.23


(Aseem Kr. Goel)
Dy. Director

~~Dr.V.K.Pathak~~
Asstt.Professor,SCERT
WIM SCERT

U.O.No. F.No.5(94)/Admn/2016/PF-I/ 14677

Dated: 20/12/2022

[Click here to Apply](#)

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SCERT
20/12/22