

No: E-01/6/2016-HINDI SECTION-BCAS (E- 114482)

Government of India
Ministry of Civil Aviation
Bureau of Civil Aviation Security
'A' Wing, I-III Floor, Janpath Bhawan,
Janpath, New Delhi

Dated: 28th December, 2017

Subject: Engagement of one eligible retired Govt. Official as Consultant in the Official Language Division of Bureau of Civil Aviation Security – reg.

The Bureau of Civil Aviation Security (BCAS) invites applications from retired Government Officials, who are below 65 years, for engagement as Consultant in the Official Language Division of this Bureau on purely short term contract basis.

2. The candidates should have experience of translation as well as vetting of the documents apart from having sufficient experience of the implementation of Official Language policy of the Government. Knowledge of computer and Hindi/English typing is desirable. The other terms and conditions of appointment would be as under:-

- i. The period of engagement will be initially for one year or till the regular Junior Hindi Translator (JHT) joins BCAS, whichever is earlier.
- ii. The maximum remuneration to be paid to retired government servants will be “**Last Pay Drawn + DA - (Basic Pension + DR on basic pension)**”.
- iii. The appointment is purely on a contract basis and any service rendered will not bestow right for regularization of service or privileges of a government employee.
- iv. The appointment is on full-time basis and you would not be permitted to take up any other assignment during the period of Consultancy.
- v. No other allowances viz. Dearness Allowance, Residential Telephone, Transport Allowance, Medical Reimbursement, LTC etc. is admissible. You will also not be entitled for pension, provident fund, residential accommodation or personal staff.
- vi. 12 days' leave will be admissible in calendar year on prorata basis.
- vii. Contract can be renewed by mutual agreement with approval of the Competent Authority.
- viii. Contract can be terminated by you giving one month's notice or payment of one month's consolidated emoluments in lieu thereof.
- ix. Contract can be terminated by the DG, BCAS at any time with one month's notice upon the requirement for consultant in BCAS ceasing to exist and/or if the service rendered is not found upto the level of competency required for the post.
- x. The payment of remuneration will be subject to tax deduction at source and other taxes as applicable from time to time.

3. Willing officers are requested to send their detailed Bio-data specifically mentioning the areas of experience to the undersigned in the enclosed proforma (Annexure I). The application should be typed neatly in the prescribed proforma. Attested copies of the testimonials regarding qualification/experience may also be attached.

4. Candidates having experience of translation work related to Civil Aviation sector will be given preference.

5. BCAS reserves the right to accept or reject in part or in full any or all the responses without assigning any reasons whatsoever.

6. Last date for submission of application is one month from publication of this advertisement on BCAS website.

Rakhee Sadhu

(Rakhee Sadhu)

Deputy Director (Pers.)

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APPLICATION FORM FOR CONSULTANT IN BCAS

1. Name and address (in block letters) :
2. Tel. No. and E-mail address :
3. Date of birth :
4. Date of retirement :
5. Name of Organisation from which retired :
6. Whether educational and other :

Qualification required for the post are satisfied.

Qualifications/ Experience required	Qualifications/ Experience possessed by officer (supported by copies testimonials)

7. Details of employment in chronological order. Enclosed a separate sheet duly authenticated by your signature, if the space below is insufficient:-

Office/ Inst./ Organization	Post held	From	To	Scale of pay	Nature of duties

8. Details of vigilance/ departmental proceedings by previous employers or any other civil/ criminal proceedings.

DECLARATION

I do hereby declare that the particulars furnished above by me are correct to the best of my knowledge and belief and nothing has been concealed/ distorted. If at any time I am found to have concealed/distorted any material information or information regarding my antecedents, my contract shall be liable to be summarily terminated without notice/ compensation. I understand that the appointment is on a purely short term contract basis on consolidated emoluments without any other remuneration or allowances or other privileges of a government employee. In case of selection, I agree to abide by the terms and conditions finalized at the time of appointment.

Signature of the applicant
Name

Place:
Date: