

**DIRECTORATE OF HIGHER EDUCATION
CHANDIGARH ADMINISTRATION**
(Administration Branch)
Additional Deluxe Building, 1st Floor, Sector 9,
Chandigarh-160009

(PUBLIC NOTICE)

Last Date for Receipt of Application(s) is 30.06.2023

Applications are invited to engage Senior Assistants- 08 Nos. (Eight Numbers) against the vacant posts in the Department of Education, Chandigarh Administration from the retirees/pensioners retired from the Government of India/State Governments/Union Territory/Administrations/Boards/Corporations on contract basis for an initial period of one year or till the post is filled up on regular basis by promotion/direct recruitment/ by deputation as the case may be, whichever is earlier, further extendable by another one year on review of the task and the performance of the contract appointee, provided it shall not be extended beyond 05 years after superannuation of the retiree.

The aforesaid public notice, terms and conditions of appointment application format has been uploaded on the official website of Chandigarh Administration i.e. 15.6.2023. The last date of receipt of application in prescribed proforma alongwith all supporting documents on or before 30.06.2023. After due date, no application will be entertained.


Director Higher Education,
Chandigarh Administration

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DETAILED PUBLIC NOTICE

Applications in prescribed format are invited from the eligible Retiree/Pensioners for filling up 08 (Eight) posts of Senior Assistants on contract basis in the Education Department, UT, Chandigarh Application(s) duly completed should reach in the Education Department, UT, Chandigarh on or before **30.06.2023** The detail of which is as under:

Sr.No.	Name of the Department	Department of Education, Chandigarh Administration
1.	Name & No. of the Post	Senior Assistant (8).
2.	Category of Post	Group 'B'
3.	Age	Less than 65 years
4.	Remuneration	<p>6.1 A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for the term of the contract. There will be no annual increment/percentage increase during contract period.</p> <p>Example An employee retired in the Pay Level 13 and the pay at the time of retirement was Rs.1,55,900/-. Thus, the basic pension will be Rs.77,950/-. If the employee is appointed on contract basis, the remuneration shall be fixed at Rs.77,950/- (Rs.1,55,900-77950).</p> <p>6.2 The basic pension to be deducted from the last pay drawn shall be the pension as fixed at the time of retirement and as such, if the employee has availed of the commuted value of pension, the commuted portion of pension shall also be included in the portion of pension to be deducted. Thus, in the above example, if 40% of pension was commuted, the commuted portion shall be Rs.31,180/-(40% of 77,950/-) and the pension actually drawn shall be Rs.46,770/-. However, the amount of pension to be deducted from the last salary shall be Rs.77,950/-.</p> <p>6.3 No increment and Dearness Allowance/HRA shall be allowed during the term of contract.</p>
5.	Term of Appointment	8.1 The term of appointment shall ordinarily be for an initial period not exceeding one year which is extendable by another one year. Beyond

		two years after the age of superannuation where adequate justification exists, the term may be extended based on are view of the task and the performance of the contract appointee upto maximum of 65 years of age, provided it shall not be extended beyond 5 years after superannuation.
6.	Nationality	Indian
7.	Essential and other qualification.	Senior Assicant: Retired as Senior Assistant or from equivalent post from the Govt. of India/ State Govt./ Central Govt./ UTs /Boards /Corporations. The retiree/ pensioner shall be engaged against the post from which he/she retired or on equivalent post and not against a post higher than the one be held before retirement.
8.	The retiree/pensioner engaged on contract basis shall be entitled for paid leave of absence at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year will not be allowed.	
9.	The retiree/pensioner engaged on contract basis shall observe office hours as per the norms of the department/organization in which he/she shall be engaged. Further he/she shall devote his/her whole time to his/her duties during the period of contract and shall not accept any other appointment/engagement, paid or otherwise and shall not engage himself/herself in private practice of any kind during the period of contract.	
10.	Engaging of retiree/pensioner shall purely be contractual and he/she shall have no right against the post whatsoever and shall not been titled to any other benefit except salary as mentioned above in para 4.	
11.	The services of retiree/pensioner shall be discontinued by giving one month's notice from either side at anytime. However, the contract of engagement will be discontinued, the moment when direct recruitee / promote/ deputationist as the case may be joins the post without giving any notice in this regard.	
12.	No vigilance/ court case/ disciplinary action should be pending against the retiree/pensioner to be engaged on contract basis.	
13.	The pensioners/retirees to be engaged shall have to execute an agreement with the HOD of the concerned department, containing a Clause on ethics and integrity.	

Note: Incomplete applications shall liable to be rejected.


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APPLICATION FORMAT

- Application for the post of : Senior Assistant
1. Name of the Candidate (In Block letters) : _____
2. Father's Name : _____
3. Date of Birth (attach proof) : _____
4. Date of Retirement & from which : _____
Department he/she retired
(attach copy of retirement order) _____
5. Experience as Senior Assistant : _____
6. Gender : _____
7. Nationality : _____
8. Permanent Address : _____
9. Correspondence Address : _____
10. Mobile No. : _____
11. Whether any criminal case has ever been : _____
registered against you or whether you
have ever been convicted for any offence or
bound down in any security proceedings.

Dated: _____

Place: _____

(Signature of applicant)

I _____ S/o, D/o, W/o _____ solemnly declare the particular(s) given by me in the above column are true and correct to the best of my knowledge and belief and nothing has been concealed therein, I further undertake that in the event of any the particular(s)/information(s) given above is/are found to be incorrect/false at any stage, my candidature/appointment, if so made, be treated as cancelled/terminated and I shall have no claim on the basis there of at any stage.

Dated: _____

Place: _____

(Signature of applicant)

Documents to be enclosed with application:-

1. Two Passport size photograph(self-attested).
2. Copy of PPO (self-attested).
3. Self-declaration to the effect that "no criminal/vigilance enquiry/court case is pending or likely to be contemplated against me".

Dated: _____

Place: Chandigarh.

(Signature of Applicant)