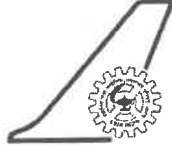


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**Council of Scientific and Industrial Research
NATIONAL AEROSPACE LABORATORIES
P.B. No.1779, HAL Airport Road, Kodihalli,
Bengaluru – 560 017**

Advt. No. 2/2024

APPLY OFFLINE ON OR BEFORE 27.02.2024

Applications in prescribed format (as per Annexure-I) are invited from eligible retired employees of CSIR/Central Autonomous bodies/ Central Government / PSUs for engagement as Consultants in CSIR-National Aerospace Laboratories, Kodihalli, Old Airport Road, Bengaluru on short term contract basis as per the details given below:

A. Vacancy Details and eligibility:

Number of post(s)	Post held at the time of retirement / Level in 7th CPC	Section / Division
01	Assistant Section Officer / Section Officer equivalent Level 7 or / 8 /9	Finance & Accounts Division, CSIR-NAL
Scope of work: (i) Work related to clearing OBs', assist in adjustment and re-conciliation of OBs'. (ii) Possess sufficient skill to work in MS office (iii) Any other work assigned by the Competent Authority		

B. Terms and Conditions for the engagements:

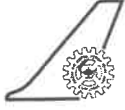
1.	Period of engagement	Initially for six months which is further extended for six months on review at the discretion of the Competent Authority subject to functional need. However, the maximum age up to which a retired employee can be engaged, will be 65 years.
2.	Job location	CSIR – NAL, Bengaluru.
3.	Age Limit	Candidate should not be more than 64 years of age on the last date of receipt of applications.
4.	Remuneration	Rs. 25,000/- per month
5.	Leave	As per Dept. of Expenditure OM dated 09/12/2020 or any subsequent instructions issued on the subject
6.	Working Hours	(a) The retired employees shall be required to observe the normal office timings between 8.30 a.m to 5.00 pm and may also be called upon to attend beyond working hours and also on Saturday / Sunday or any other holiday, in case of exigencies of work. No extra remuneration shall be paid for extra Hours / holidays.

		(b) They shall mark their attendance in Attendance Register mandatorily or on any applicable mode, failing which, it may result in deduction of remuneration.
7.	Terms of engagement	<p>(a) Selected Candidates will be engaged purely on contractual basis initially for six months which is further extended for six months on review and will not confer any right for regular appointment in the Department including any allowance such as DA, transport facility residential accommodation, residential telephone facilitates, etc.</p> <p>(b) The engagement of the contractual position can be terminated at any time by giving one month's notice.</p>
8.	Selection Procedure	<p>(a) CSIR-NAL through a Screening cum Selection Committee will arrange interview of the eligible candidates.</p> <p>(b) The decision of the competent authority on selection of candidates will be final and no correspondence on this subject will be entertained.</p>
9.	General Conditions	<p>(a) The selected Candidates will be governed by the official secrets Act, 1923, as amended from time-to-time and will not disclose to any information/data that may come to their notice during the period of their engagement in the Department. All Such documents will be the property of the council.</p> <p>(b) They will not utilize or publish or part with, to a third party, any part of the data or statistics or proceedings on information collected for the purpose of their assignment or during the course of, assignment for the Department without the express written consent of the Department.</p> <p>(c) Attention is drawn to Central Vigilance Commission's circular No.01/01/2017 dated 23.01.2017 and circular No.08/06/11 dated 24.06.2011 regarding engagement of Consultants. They will be completely accountable for any advice or any service rendered by them during their engagement in this department in view of norms of ethical business and professionalism.</p> <p>(d) They must act, at all times in the interest of CSIR-NAL and render any advice/service with professional integrity.</p> <p>(e) They will maintain highest standard of integrity transparency, competitiveness, economy and efficiency while working as consultant in the Department.</p> <p>(f) The retired employees so engaged shall in no case represent or give opinion or advice to others in any indulge in any activity outside terms of the contractual assignment.</p>
	Venue & Date	Candidates are advised to check CSIR-NAL Website regularly for any update on the venue and date.

C. Instructions for the Candidates:

1. Before filing up the application form, candidates are advised to check their eligibility as per the Advertisement and also suitability for the scope of work mentioned against each post code.
2. Duly filed application form alongwith all the relevant documents should be sent to Controller of Administration, CSIR-National Aerospace Laboratories, P.B. No.1779 Kodihalli, Old Airport Road, Bengaluru – 560 017. The last date of receipt of application is 27.02.2024
3. Please write APPLICATION FOR ENGAGEMENT OF RETIRED EMPLOYEES, on the envelope containing the application form.
4. Candidates are advised to check their e-mail / CSIR-NAL Website (under Notification) for further update on the selection process.
5. For any queries please contact at Ph. No. 080 25086048/49 or can send an e-mail to recruit.nal@nal.res.in .

Sd/-
Controller of Administration



(Council of Scientific and Industrial Research)
NATIONAL AEROSPACE LABORATORIES
BENGALURU – 560 017

Affix
passport size
photograph

APPLICATION FORM

1. Advertisement No. : 2/2024
2. Post : **CONSULTANT**
3. Name of the Candidate
(in block letters) : _____
4. Sex (Male/Female) : _____
5. Father's Name : _____
6. Date of Birth: _____ (DD/MM/YYYY) Age (as on date): _____
7. Mobile No. : _____
8. E-mail : _____
9. Present Postal Address : _____

10. Basic Pension : _____ (enclosed copy of PPO)
11. Last Pay Drawn and Pay Level : _____ (enclosed last pay slip)
12. Details of the Education Qualification held by the Applicant:

Sl. No.	Education Qualification	Passing Year	Marks	Percentage

13. Employment History in chronological order:
 (Attach separate sheet in following format, if necessary)

Name and address of employer/ organization	Period of service	Designation of the post held	Remuneration	Detailed description of work	Reason of leaving each post

14. Professional Training/Certifications:

Organisation	Details of Training/ Certificate	Period	
		From	To

DECLARATION

I hereby solemnly declare that all the above mentioned statements are true and correct to the best of my knowledge and belief. Nothing is false or has been concealed/distorted. If at any time I am found to have concealed/distorted any material information, my appointment shall be liable to termination without notice.

Place: _____

Signature of the candidate _____

Date: _____

Name of the Applicant _____