

NATIONAL BOARD OF ACCREDITATION

4th Floor, NBCC Place, East Tower,
Bhisham Pitamah Marg, Pragati Vihar,
Lodhi Road, New Delhi-110003
Phone: 011-24360620-22 : Tele Fax: 011-43084903

ENGAGEMENT OF CONSULTANTS

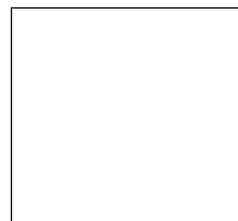
National Board of Accreditation (NBA) intends to engage Consultants, on contractual basis from amongst officers retired or retiring from Government service shortly. Candidates must be Post-Graduates in any discipline and have worked in Central Government holding a position equivalent to (Pay Matrix Level- 11, 12 or 13 as per VII Central Pay Commission or Grade Pay of Rs. 6600/- or above i.e. Rs.7600/- and Rs.8700/- p.m. as per VI Central Pay Commission). He/she should be aware of Government rules and regulations relating to Administration, Establishment, Finance/Budget, Procurement, Vigilance, Technical Education and should have working knowledge of computers.

An application, as per proforma (available on NBA website www.nbaind.org) may be submitted to **Member-Secretary, National Board of Accreditation, NBCC Place, East Tower, 4th Floor, Pragati Vihar, Bhisham Pitamah Marg, Lodhi Road, New Delhi-110 003** within **10 days** of publishing of this advertisement. (The applicants who have responded to the earlier advertisement of NBA in May 2018 need not submit the applications again).

General Information

1. This is a contractual assignment. The initial tenure shall be for a period of one year, which may be extended on the basis of performance.
2. The appointee will be posted in New Delhi. Office timings are 9:00 A.M to 5:30 P.M, but subject to exigency of work, the Consultant may have to sit late or to attend office on Saturdays/Sundays or other Holidays.
3. Emoluments will be consolidated, and will be decided keeping in view the background of the candidate.
4. The Consultant shall not be entitled to any allowances such DA, HRA, Transport Allowance, Medical reimbursement etc.
5. During the period of tenure, entitlement of leave will be 2.5 days leave per calendar month. No encashment of leave is permitted.
6. Maximum Age limit for consideration is 70 years.
7. A medical certificate on general fitness will be required to be submitted.
8. Shortlisted candidates will be informed about date(s) for personal discussion with Selection Committee.
9. No TA/DA will be paid for attending the personal discussion with Selection Committee
10. Canvassing in any form will be treated as disqualification.

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APPLICATION FOR THE POST OF CONSULTANT

1. Name of the Applicant (in capital letters).....
2. Father/Husband Name.....
3. Date of Birth.....
4. Gender (M/F).....
5. Date of Retirement /Superannuation.....
6. Post held at the time of Retirement.....
7. Pension Payment Order No. & date, if possible.....
8. Present Address (for correspondence).....

 Telephone :E-mail :

9. Educational Qualifications

Exam Passed	Year of passing	Board/University	Subjects	Percentage of marks

(Please attach separate sheet if necessary)

(Copies of certificate/Degree/Diplomas, self attested may be attached)

10. Details of experience- (in reverse order)

Post Held	Name of Organization	Period		Scale of Pay Pay Band + Grade Pay (if pre-revised pay scale, applicable the same may be mentioned	Brief Nature of duties Performed
		From	To		
Knowledge of Computers with Typing Speed:					
If Selected, Notice period required for joining :					

11. Details of Professional training(s) obtained, if any during the period of service

12. Medical fitness certificate

13. Two References:

1. Name :
Contact Address :
(Telephone Number)

2. Name :
Contact Address:
(Telephone Number)

Declaration

It is certified that information provided as above is true & complete in all respect and to the best of my knowledge & belief. If anything is found wrong/incorrect, my application will be treated as cancelled and withdrawn.

(Signature of the Applicant)

Date:

Name:.....

Place:.....

Address:.....

Tel./e-mail ID.....