

SOUTH EASTERN RAILWAY

Office of the
Principal Chief Personnel Officer
Garden Reach, Kolkata-43

No: SER/P-HQ/GAZ-CON/Re-engage/Consultant(Secretariat)

dated: 12.02.2020

RE-ENGAGEMENT NOTICE NO. - 01/2020

(Closing Date: 11.03.2020)

1. South Eastern Railway invites applications from willing retired gazetted railway officers(Gr. 'B') of General Administration Department, having good records of service and having sufficient working experience as Private Secretary Gr.I to be engaged as 'Consultant (Secretariat) for HQ office/GRC on monthly remuneration basis provisionally.

Designation of the Post	Vacancy	Minimum Qualification Required	Remarks
Consultant (Secretariat) HQ Office / GRC	03	Working experience in the railways as Private Secretary Gr.-I (Gr. 'B' service) for at least 06 months.	The posts is being proposed for filling up through re-engagement basis till regular incumbent is available through normal selection or for one year or till the validity of the re-engagement scheme, whichever is the earliest.

2. **Age Limit:** Maximum age limit for the re-engagement shall be 65, which means that candidates well short of the cut off age are required to apply. Candidates attaining the cut off age within 06 months, or less, need not apply. The date for reckoning the age shall be reckoned as on the date of Notification.
3. **Terms of Reference for Re-engaged Consultants:**
- The candidate should have got fair amount of working experience as Private Secretary Gr.-I (Group 'B') in the railways.
 - For re-engagement, medical fitness as required for appointment to the post of Private Secretary Gr.-I (Group 'B') shall also be required from the candidate.
 - The engagement of the Consultant shall not be considered as a case of re-employment.
 - Extension of the tenure of the Consultant, if considered essential, beyond one year period since the date of re-engagement, shall only be done with the approval of the General Manager. However, this will be subject to validity of the scheme beyond 25.10.2020.
 - The re-engaged Consultant shall not be given any financial and disciplinary powers and shall not be authorized to issue safety or any other certificate.
 - The Consultant shall not divulge any information gathered by him/her during the period of re-engagement, in his/her official capacities related to the organization, to anyone who is not authorized to know / have the same.

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5. **Remuneration:** Monthly remuneration of the retired gazetted official being re-engaged as Consultant shall be determined by reducing the pension he/she is in receipt of from his / her last pay drawn (Basic Pay + D.A.). Monthly remuneration of a retired Senior Scale officer on being re-engaged as such shall be determined by reducing his/her pension from his/her last pay drawn (Basic Pay + D.A.) in Junior Scale/Group 'B' just before the promotion to Senior Scale. In case the concerned official retired in Senior Scale during 6th CPC, then his/her corresponding last pay in Junior Scale/Group 'B' shall be multiplied by 2.57 and his/her current pension deducted accordingly to work out his/her monthly remuneration. The T.A./D.A., as admissible to the working Junior Scale/Group 'B', or Senior Scale officers on duty, shall also be admissible to the Consultant in the corresponding grade while on duty. However, no H.R.A, C.C.A, Transport Allowance, or residential accommodation is admissible to the re-engaged Consultant.
6. **Leave:** There shall be 12 days leave in a calendar year on pro-rata basis is admissible. Beyond the admissible leave period, any absence from duties shall be deducted from the monthly remuneration on 'No Work No Pay' basis.
7. **Selection Procedure:** The applications of the willing retired railway gazetted officials for the post of Consultant on re-engagement basis shall be subject to scrutiny and only the shortlisted candidates shall be called for assessment of their suitability before a three member committee (PHOD/CHOD level/ SAG level) as appointed by the General Manager. The selection will be made on the basis of assessment of APARs (last five years) and a viva-voce. Interview will also take into account the aptitude and expertise of the candidates in the relevant field. All marks for the selection shall be as under :

1.	APARs	:	25 marks
2.	Viva-Voce	:	25 marks (Technical proficiency, personality and presentation)

Qualifying marks will be 60% (i.e. 30 out of full marks 50) including at least 15 marks in APARs. The final panel will be drawn on the basis of aggregate merit.


8. **Submission of Applications:** The application for re-engagement as Consultant(Secretariat) for HQ Office/GRC, South Eastern Railway, is enclosed as Annexure - I. The willing candidate needs to fill the application in his/her own handwriting with all relevant columns filled-up and required documents enclosed therewith. The filled-in applications in all respects should be submitted, in hand, at the Office of the Principal Chief Personnel Officer(**Gazetted Confidential Cell**), South Eastern Railway, Garden Reach, Kolkata - 700043, before or latest by the closing date. The candidate is also required to obtain due acknowledgement of the office on the duplicate copy of his/her application.
9. **Other Terms and Conditions:**
- (i) The re-engagement must not be construed as a right to appointment and such re-engagement could be terminated by the administration at any point of time with or without showing any reason thereof. The candidate should be well aware of this provision.

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- (ii) There shall be no supplementary viva for the candidates called for the interview in case they remain absent on the scheduled date for whatever reason. The concerned candidates are therefore advised to be in readiness for appearing in the viva, whenever called.
- (iii) No privilege Pass / P.T.O. other than the post-retirement complimentary passes, as admissible, shall be provided to the Consultant.
- (iv) Decision of the railway administration in regard to the re-engagement shall be final and binding on the candidate.
- (v) Any false declaration/misrepresentation on the part of the applicant shall debar him / her from all future re-engagements, besides disciplinary action initiated against him/ her.
- (vi) Retired personnel re-engaged as Consultant(Secretariat) in HQ office/GRC, under the scheme should not be engaged with any other organization during the period of engagement by the Railway.
- (vii) As on the date of the notification, the re-engagement scheme is current latest up to 24.10.2020 in terms of Board's letter no. 2018/Trans Cell/S&T/Contractual Staff, dated 25.10.18. However, the services can be terminated any time earlier as mentioned at Para - 1 of this notification.
- (ix) This notification has been uploaded in S.E. Railway website www.ser.indianrailways.gov.in. Candidates have to check the website for any update.

Encl: Application format in Annexure - I.


(Ravi Kumar) 12.2.20
Dy. CPO (Gazetted)
for General Manager (P)

Application for re-engagement as Consultant(Secretariat) in SER HQ office, GRC

The Pr. Chief Personnel Officer (Gaz.)
South Eastern Railway,
Garden Reach,
Kolkata - 700043.

Ref: No. PCPO's RE-ENGAGEMENT NOTICE NO. 01/2020

In response to the above notification, I am here by applying for re-engagement as Consultant(Secretariat) in HQ Office/GRC, South Eastern Railway, on daily remuneration basis, on terms and conditions mentioned in the said Notification.

My service particulars are as below:

1. Name (BLOCK LETTER) :
2. Designation at the time of Retirement & Place of Posting :
3. The railway in which was working :
4. Posts held during the tenure of Gr. B Services :
5. Date of Birth :
6. Date of Retirement :
7. Educational Qualification :
8. Retirement on Superannuation / VRS/ any other reason :
9. Address for Correspondence :
10. Telephone / Mobile No. :
11. 02 (Two) Identification Marks :
12. Last Pay Drawn (Pay Band/Pay Level in the Pay Matrix) (in Rs.) :
14. P.P.O. No. & Date :
15. Amount of Pension (in Rs.) :
16. Documents enclosed:
 - (a) Service Certificate :
 - (b) Pension Identity Card :
 - (c) Pension Payment Order :
 - (d) Last Pay Certificate :

I do hereby declare that information furnished above is true to the best of my knowledge and I am liable for punitive action if found false/incorrect. I also declare that I have gone through the terms and conditions stipulated in the Notification and shall abide by them.

Date:

(Signature of the Applicant)
Name: