



**icmr**  
INDIAN COUNCIL OF  
MEDICAL RESEARCH

**NICED**  
NATIONAL INSTITUTE OF  
CHOLERA AND ENTERIC DISEASES

आई. सी. एम. आर. – राष्ट्रीय कॉलरा और आंत्र रोग संस्थान  
ICMR - NATIONAL INSTITUTE OF CHOLERA AND ENTERIC DISEASES  
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य और परिवार कल्याण मंत्रालय, भारत सरकार  
Department of Health Research, Ministry of Health and Family Welfare, Govt. of India

WHO COLLABORATING CENTRE FOR RESEARCH AND TRAINING ON DIARRHOEAL DISEASES

No. E-8/Recruitment/2020-21


Date: 24.03.2021

**ENGAGEMENT OF CONSULTANT (ADMINISTRATION)**

Applications in the prescribed format, attached herewith, are invited from the eligible and interested candidates, retired from the post of Administrative Officer or equivalent (in Level-10 of the 7<sup>th</sup> CPC Pay Matrix) and above at Central Government organization/Central Autonomous Bodies, for joining the contractual post of Consultant (Administration) on purely temporary basis at ICMR-NICED, Kolkata. The eligibility criteria of application for the above position are as detailed below:

1. **Age:** Below 65 years as on the date of publication of this advertisement (age relaxation may be permitted based on the experience of the applicant).
2. **Essential Qualification:** Graduate in any discipline from recognized university in India
3. **Experience & knowledge:** Minimum five years working experience in the Administration of Central Govt. Organization/Central Autonomous Bodies, out of which, two years regular service in the position of Administrative Officer or equivalent (in Level-10 of the 7<sup>th</sup> CPC Pay Matrix) and above along-with adequate knowledge of central government rules viz. FR&SR, GFRs, Procurement Rules, Central Civil Services Rules, etc. having proficiency in drafting and computer.
4. **Remuneration:** Rs.40,000/- to 60,000/- p.m. as deemed fit by the competent authority, ICMR-NICED on subsequent assessment of his/her experience and performance during the personal discussion.

The last date for receiving applications along-with one recent photograph and the self-attested copies of all the relevant testimonials in a sealed cover “**APPLICATION FOR THE POSITION OF CONSULTANT (ADMINISTRATION)**” is **12<sup>th</sup> April, 2021** (1700 hrs). Applications received after the closing date or without the prescribed documents or otherwise found incomplete or not in the prescribed proforma will be rejected outright and no correspondence shall be entertained in this regard. The date of online /physical mode of interview will be communicated to the shortlisted candidates in due course.

  
Administrative Officer,  
ICMR-NICED, Kolkata

**ICMR-NATIONAL INSTITUTE OF CHOLERA & ENTERIC DISEASES**  
**P-33, C.I.T. ROAD, SCHEME – XM, BELIAGHATA, KOLKATA –**  
**700010**

**APPLICATION FOR ENGAGEMENT AS CONSULTANT**  
**(ADMINISTRATION)**

PHOTO

1.	Name	
2.	Date of birth	
3.	Date of retirement	
4.	Post/Designation held at the time of retirement	
5.	Name of the Organization from where retired	
6.	Pay, Pay Scale and Gross Salary at the time of retirement	
7.	Amount of Present Pension drawn, if any	
8.	Postal Address	
9.	Mobile Number	
10.	E-mail ID	
11.	Qualification	
12.	Experience (if necessary, details may be furnished in another attached sheet)	

**DECLARATION**

I DO HEREBY DECLARE THAT THE INFORMATION FURNISHED ABOVE ARE TRUE AND CORRECT AND NOTHING HAS BEEN CONCEALED. I AM WILLING TO TAKE UP THE ASSIGNMENT IMMEDIATELY AFTER THE OFFICER OF ENGAGEMENT GIVEN TO ME.

Date:

SIGNATURE OF THE CANDIDATE