

Government of India

Ministry of culture

ENGAGEMENT OF CONSULTANTS

Applications are called for preparing a panel of consultants for the Festivals of India Cell of Ministry of culture. The immediate requirement is for two consultants.

Retired Government servants not below the rank of undersecretary level will be engaged as consultants for Co-ordination and Accounts.

The detailed guidelines for appointment of consultants in the said office are available on the ministry of culture website: <https://www.indiaculture.nic.in/current-advertisements>

The last date of receipt of applications in the ministry is fifteen (15) days from the date of publications of the advertisement in the newspaper.

US (ICR)
Ministry of culture
icrculture@gmail.com

MINISTRY OF CULTURE
ICR Division

Dated 20th February, 2020

Applications are invited from **retired Government officers at the level of Deputy Secretary or Under Secretary** for Consultants on contractual basis for Festival of India Cell under Ministry of Culture for a period of one year.

Position & Number of Posts	Eligibility condition(s)	Job Profile	Consolidated Emoluments Per Month
Consultant for Coordination	<p>Retired officers of less than 62 years of age and not below the rank of Under Secretary to Government of India. The officer experienced in the field of art and culture and accounting in Government Department will be preferred.</p> <p>Retired officers from M/o External Affairs who have experience of working in and with Indian Missions abroad will also be preferred.</p>	<p>(i) To ensure effective & efficient supervision of Fol Cell of the Ministry for better coordination with various organizations of this Ministry, other Ministries and Departments, Indian High Commissions / Embassies etc. To initiate outline/framework of the Festival of India abroad before first preparatory meeting for conducting Fol.</p> <p>(ii) To prepare proposals for deciding the events, performances, venues, period etc. for the Festivals of India abroad in consultation with the Missions and various organizations/sections of the Ministry of Culture.</p> <p>(iii) Settlement of accounts of Festival of India, handling audit and co-ordination with Indian Missions abroad, participating individuals and agencies for the same in a systematic manner.</p>	<p>Rs. 50,000/-</p> <p>(For retired officers of Deputy Secretary level and above)</p> <p>Rs. 40,000/-</p> <p>(For retired officers of Under Secretary level)</p>

Applicants are requested to submit the application in the enclosed performa attached below within 15 days from the date of publication of advertisement in Employment News to following address-

Under Secretary,
ICR Division, Ministry of Culture,
Room No. 335, C wing, Shastri Bhawan,
New Delhi-110001

Application from for Engagement of Retired Govt. Officers
in the ministry of culture as consultants for coordination & Accounts under festival of India cell

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1. Name –
2. Date of Birth -
3. Address for correspondence –
4. Permanent address
5. E-mail ID and contact numbers –
6. Date of Joining in Government Services –
7. Date of retirement
8. Post held before retirement and Pay Services –
9. Period for which already worked as consultant (if any) –
10. Name of the Ministry/Department from where retired
11. Name of the Ministry (for the last five years and especially the experience in the level of post for which application is made)

Post held	From	To
Experience		

Subject handled (In Brief)

12. Details of Knowledge in Computer

13. Any other information

I hereby certify that the information furnished above are true and correct to the best of my knowledge and belief.

(Signature)

Date

Following documents are attached –

1. Identity Proof
2. Copy of PPO
3. Address proof (Latest Electricity Bill/Bank Document showing address etc.)