



GOVERNMENT OF INDIA  
MINISTRY OF COMMUNICATIONS  
DEPARTMENT OF TELECOMMUNICATIONS  
O/o THE ADVISOR WB LSA  
82, BALLYGUANGE PLACE, KOLKATA – 700019

No: 1-45/WB LSA/2017-18

Dated: 02/08/2018

**NOTICE**

**Subject: Engagement of retired personnel on short-term contract basis in the O/o ADVISOR, WB LSA**

Office of Advisor, WB LSA proposes to engage retired personnel of central/state government and their PSUs on short term contract basis as per the term & conditions given blow:

1. No of persons required – 06
2. Candidate should not be more than 65 years of age.
3. Such engagement would initially be for a period of two years which, as per need of department may further be extended.
4. The applicant must have working knowledge on computer.
5. The applicant must be well acquainted with the functioning of Government/ Ministries and preferably he should have work experience in the field of telecommunications.
6. The contract can be terminated by either of the party with prior notice of minimum 30 days.
7. After scrutiny of application received, a panel will be drawn. The panel will be valid for period of 3 months.
8. The format of application is at Annexure 'A' & 'B'.
9. The above notification is available on the office website – [www.dot.gov.in](http://www.dot.gov.in)
10. The persons who fulfill the eligibility criteria and are willing to work on contract, may submit their applications in the prescribed proforma(enclosed) latest by 31/08/ 2018 to Director (Admin), Department of Telecommunications, O/o Advisor, WB LSA.
11. No disciplinary proceeding should be pending against the retired employee
12. No penal action may be in force against the retired employee
13. No criminal action should be pending in any court of law against the retired employee
14. Minimum quoted remuneration will be offered to all the empanelled retired employees. However, this minimum amount shall not be less than the provisions of minimum wages Act for skilled manpower.

Encl: As above

(Sudipta Acharjee)  
Director (Admin)

Director (Admin)  
O/o. Advisor, WB LSA

Department of Telecommunication  
Govt. of India  
82, Ballygunge Place  
Kolkata-700019

**Copy to:**

1. All Ministries / Department to Govt. of India, PSUs are requested to give wide publicity
2. DoT website.
3. Notice Board.
4. All pensioners' associations.

**APPLICATION FORMAT FOR ENGAGEMENT ON CONTRACT (GENERAL)**

1. Name:
2. Father's Name:
3. Present Residential Address:
4. Date of Birth (DD/MM/YYYY):
5. E-Mail address with telephone no:
6. Date of Entry into Govt. Service:
7. Date of Retirement:
8. PPO No (photocopy may be enclosed with this application):
9. Education Qualification (Photocopy of all the certificate of matriculation and above may be enclosed):
10. Brief particulars of service with nature of duties performed:

Sl. No.	Name of Ministry/ Dept.	Period (MM/YYYY)		Post held	Nature of work done
		From	To		

11. Knowledge of Computer:

Item	Yes/No
MS Word	
MS Excel	
Power Point Presentation	

'Yes' & 'No' may be filled by application based on his knowledge.

This is to certify that no disciplinary proceedings were pending against me on the date of application and the information given above is true to the best of my knowledge and belief. The supporting documents would be made on demand.

Date:

Place:

Yours faithfully,

Signature:

Full Name:

## APPLICATION FORMAT (FINANCIAL)

Sl.No.	Item	Rate in Rs. Per day	
		In figure	In words
01	Remuneration Quotation		

Signature

Name

PPO No.

Aadhar No.

(If available)