



Government of India  
Ministry of Communications  
Department of Telecommunications  
O/o of the Sr. Deputy Director General  
Assam LSA, 9<sup>th</sup> Floor, BSNL Bhawan, Panbazar, Guwahati-781001

TERM.AS/Admn./Consultants/20/05

Dated 22.12.2020

**NOTIFICATION**

Subject: Engagement of consultants at the level of AD, JTO & Gp C on temporary contract basis in Assam LSA, DoT, Guwahati.- Reg.

Sr.DDG, Assam LSA, Guwahati, Department of Telecommunications (DoT), Ministry of Communications proposes to engage 2 AD level, 1 JTO level & 1 Gp C level consultants against the vacant posts on purely temporary and on contract basis in Assam LSA, DoT Guwahati for a period of six months or till regular manpower is posted, whichever is earlier.

Applications are invited from retired Government servants/retired officers/officials of PSUs or Research Organizations having age less than 64 years with adequate knowledge of DOT field unit works/Telecom works and knowledge of working on computers as mentioned in the Section No. I (i.e. Nature of Duties) of this notification. The consultants will be engaged on a short-term contract basis initially for a period of six months. Based on his/her performance and requirement of this office, the contract can be further extended till regular manpower is available or up to a maximum of 6 terms of 6 months each or up to 65 years of age whichever is earlier.

Sr.DDG, Assam LSA, Guwahati reserves the right to accept or reject in part or in full any or all the responses without assigning reasons whatsoever.

The format of application form for the post of consultant on a contract basis is at **Annexure-I** and also available on DoT website [www.dot.gov.in](http://www.dot.gov.in) under vacancies heading along with this notification. The last date for submission of the application is **29-01-2021**. Applications received after the due date will not be considered.

**1. Nature of Duties for Consultants at AD & JTO level:**

Work may be assigned in any of the following verticals of the LSA:

- a) Service Compliance- CAF Audit, EMR Audit, Service Testing, Roll out obligation, etc.
- b) Technology- Secured dedicated communication network, Time Synchronisation of Telecom Networks, Disaster Technology Management, Interconnect Exchange, Inspections of Licensee Network, Advocacy & Public Awareness etc.
- c) Security- Curbing illegal activities/Control over clandestine/illegal operation of telecom networks, Analysis of CDR/SDR and other security activities assigned from time to time.
- d) Rural- Rural connectivity for DBT, verification of USO sites, RF coverage testing/ telecom connectivity checking, BRI, NBM etc.
- e) Administration- Admin, PG, Building, Vigilance, Court cases & Misc. Admin activities, Establishment, Accounts, Finance & DDO functions etc.

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## **2. Nature of Duties for Consultants at Gp C level:**

- a. To assist senior officers as Personal Assistant.
- b. To carry out Gp C level works of Accounts, Finance and DDO section.
- c. To carry out Gp C level works of any vertical.
- d. Working on a computer, working with various tools of MS Office suite, drafting/noting and general office works, etc.

## **3. Period of Engagement:-**

The initial contract would be for a period of six months extendable further up to a maximum of 6(six) terms of 6(six) months each or up to 65 years of age whichever is earlier depending on his/her performance till regular officials are available.

## **4. Eligibility:-**

For consultant in AD Level — Retired from CDA Scale with a substantive grade of Level 8 of the 7th CPC or equivalent IDA Scale or holding analogous post prior to the retirement.

For consultant in JTO Level — Retired from CDA Scale with a substantive grade of Level 7 of the 7th CPC or equivalent IDA Scale or holding analogous post prior to the retirement.

For consultant in Gp C Level — Retired from CDA Scale with a substantive grade of Level 4/5 of the 7th CPC or equivalent IDA Scale or holding analogous post prior to the retirement.

Preference will be given to retirees from DoT/BSNL/MTNL having desired work experience/background.

Knowledge of working on Computer is a must.

## **5. Remuneration per month:-**

1. The consolidated fee/ remuneration for the Consultants shall be in accordance with DOT OM No. 03-11/2016/SEA-1(Pt-I)/Fin dated 28/12/2017 and its amendments as issued from time to time (Annexure II). The retired official on his/her engagement as consultant may be allowed TA/DA for performing outstation duties as per his/her entitlement as per the prevailing rules for consultants. The person so engaged shall not be eligible for other allowances and benefits. The payment will be made on monthly basis. Income tax or any other tax liable to be deducted as per prevailing rules will be deducted at source before effecting the payment for which the department will issue TDS certificate. Service tax as applicable shall be payable extra at the prevailing rates.

## **6. Age Limit:-**

Candidate should not be more than 64 years of age on the last date of application.

## **7. Confidentiality of data and documents:-**

The data collected/produced as well as deliverables produced for the O/o Sr.DDG, Assam LSA, Guwahati shall remain with this office. No one shall utilize or publish or disclose or part with, to a third party any part of the data or statistics or proceeding or information collected for the purpose of this assignment or during the course of assignment from the O/o Sr.DDG, Assam LSA, Guwahati without the express written consent of O/o Sr.DDG, Assam LSA, Guwahati. The consultants are bound to hand over the entire set of records of assignment to this office before the expiry of the contract and before the final payment is released by this office.

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