

भारत सरकार/ GOVERNMENT OF INDIA  
संचार मंत्रालय/ MINISTRY OF COMMUNICATIONS  
दूरसंचार विभाग/ DEPARTMENT OF TELECOMMUNICATIONS  
विशेष दूरसंचार महानिदेशक कार्यालय / O/o The Special Director General Telecom  
पश्चिम बंगाल लाइसेंस सेवा क्षेत्र/West Bengal LSA  
82, बालीगंज प्लेस, कोलकाता-700 019/82, BALLYGUNGE PLACE, KOLKATA – 700 019

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No: 1-45/WB LSA/A/2022/Consultant

Dated: 29/01/2025

## **NOTIFICATION**

Subject: Engagement of Two consultants against the post of AD /Junior Telecom Officer on Short-Term contract basis in the O/o Special DG(T), West Bengal LSA, DoT, Kolkata - Reg.

Special Director General Telecom, West Bengal Licensed Service Area, Department of Telecommunications (DoT), Ministry of Communications proposes to engage two consultants against the vacant posts of AD / Junior Telecom Officer (JTO) on purely temporary and contract basis in the O/o Special DGT, West Bengal LSA, DoT, Kolkata for a period of six months or till regular manpower is posted, whichever is earlier.

Applications are invited from retired Government servants/ retired officials of PSUs or Research Organizations with experience in Telecom related works and adequate computer knowledge. 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 up to a maximum of 6 terms of 6 months each or up to 65 years of age whichever is earlier.

Special DGT, West Bengal LSA, DOT, Kolkata 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 attached at **Annexure-A**. The last date for submission of the application is 28-02-2025. Applications received after the due date will not be considered.

### **1. Nature of Duties for the post of AD/JTO:**

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

- Service Compliance- CAF Audit, EMR Audit, Service Testing, Roll out obligation, etc.
- Technology- Secured dedicated communication network, Time Synchronization of Telecom Networks, Disaster Technology Management, Interconnect Exchange, Inspections of Licensee Network, Advocacy & Public Awareness, etc.
- 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, etc.
- Rural- Rural connectivity for DBT, verification of USO sites, RF coverage testing/ telecom connectivity checking, etc.
- Admin, Legal & PG - Admin, PG, RTI, Court case, Building & Misc. Admin activities etc.

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

Engagement will be purely on a short-term contract basis. The initial engagement would be for

a period of six months, which may be extended 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 upon the requirement of O/o Special DGT, WB LSA and the performance of the contract appointee. The engagement can be cancelled any time by Special DGT, WB LSA without assigning any reason.

### **3. Eligibility: -**

For consultant in AD/JTO Level — Retired AD/JTO or Retired from CDA scale with a substantive grade Level - 8 or Level - 7 of 7th CPC or equivalent or holding analogous post from Government / PSU/ Research Organizations. The applicant should be well aware with the functioning of Central Government Departments/Ministries and aware of various rules and regulations of the Central Government. Preference will be given to applicants from DoT/BSNL/MTNL background.

### **4. Age Limit: -**

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

### **5. Remuneration: -**

I. Fixed monthly remuneration shall be regulated in accordance with Department of expenditure F. No 3-25/2020-E.IIIA Dated 09/12/2020 and Department of Telecommunications order no. 3- 10/2014-SEA-I/Fin. Dated 29/03/2022 and as amended from time to time. The amount of remuneration so fixed shall remain unchanged for the term of contract. The payment will be made on monthly basis.

II. There will be no annual increment / percentage increase during the contract period.

III. Income Tax or any other tax liable to be deducted as per the prevailing rules will be deducted at source before effecting the payment of remuneration.

### **6. Allowances: -**

I. **Accommodation/HRA:** - No accommodation or HRA will be provided by the Department.

II. **Transportation allowance:** - A fixed amount of Rs 7200/- (For Government Servant retired at level-9 and above) / Rs 3600/- (For Government servants retired at level – 7 & 8) as transport allowance for the purpose of commuting between the residence and the place of work shall be paid. This shall not exceed the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the term of engagement. No dearness allowance shall be admissible on the Transport allowance.

III. **TA/DA:** - No TA/DA is admissible for joining the assignment or on its completion. The contract employee will be allowed TA/DA on official tour, if any, as per the entitlement at the time of retirement.

IV. **Leave:** - Paid leave of absence will be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year shall not be allowed.

### **7. Working Facilities to be provided: -**

Only the basic facilities/infrastructure will be provided to the contract employee. No transport or telephone/internet facility at residence etc. shall be provided.

### **8. Working Hours:**

Working hours shall normally be from 9.30 AM to 6.00 PM during working days including half an hour lunch break in between. However, depending on the exigency of work and if required, the contract employees may have to reach office early or sit late to complete the time bound work or

attend office on holidays. No extra remuneration or fee would be payable if work required late sitting or coming on holidays.

**9. Accident, Injury etc. during the period of engagement:**

O/o Special DGT, WB LSA shall not be responsible for any loss, accident, damage, injury suffered by the contract employees whatsoever arising in or out of the execution of his/her work, including travel.

**10. Rights of Special DGT, WB LSA**

Special DGT, WB LSA reserves the right to cancel and not proceed in the matter of engagement of contract employees at any stage without giving any reason, whatsoever. The decision of Special DGT, WB LSA shall be final in all respects.

**11. Confidentiality of data and documents: -**

The data collected/produced as well as deliverables produced for the O/o Special DGT, West Bengal, DoT 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 Special DGT, West Bengal LSA, without the express written consent of O/o Special DGT, West Bengal as the case may be. 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. The contract employee shall sign an agreement of confidentiality with the Government of India to this effect which shall contain a clause on Ethics and Integrity.

**12. Conflict of interest:-**

The consultants engaged shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of this Department or Government of India. No contract employee would be permitted to take up any other assignments during the period of engagement.

**13. Closing date for submission of applications: Up to 17:00 Hrs of 28-02-2025.**

**14. Selection Procedure: -**

A panel of selected candidates shall be constituted for this purpose and it will be valid for a period of six months. The decision of the selection panel / department in the matter of selection of consultants shall be final and binding. Suitable candidates may also be called for interaction/interview.

**15. How to Apply: - As per enclosed format as Annexure-A.**

**16. Special Condition: -**

The consultant may have to perform outdoor duties in all over West Bengal LSA.

**17. Application to be forwarded to:-**

The Director (E), O/o Special DGT, West Bengal LSA,  
Department of Telecommunications,  
2nd Floor, 82, Ballygunge Place,  
Kolkata-700019.

**18. Termination of contract: -**

The contract may be terminated by either of the parties with prior notice of 30 days.

The above-said engagement is purely on temporary and contract basis. The selected candidates will be governed by the provision of the guidelines for the engagement of retired person in DOT/ Government of India as amended from time to time.

Encl.:- As stated above.



Director (E)

O/o Special DGT, West Bengal LSA DoT,  
Kolkata-700019

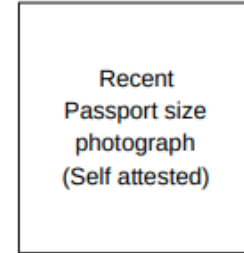
**Copy for kind information to:**

1. Director General Telecom, DoT HQ, New Delhi.
2. DDG (Estt.) / Director (Estt.), DoT HQ, New Delhi.
3. Director (IT), DOT HQ, New Delhi with a request to publish on DOT website under 'Vacancies'.
4. Pr. CCA, Kolkata Circle, Kolkata.
5. CCA, West Bengal Circle, Kolkata.
6. GM (Pers.), BSNL Corporate Office, BSNL, Janpath, New Delhi.
7. CGMT, BSNL, WBTC & CTD.
8. DDG(C), Kolkata LSA, EP&GP Block, Salt Lake, Kolkata-91.
9. Notice Board.
10. Office Copy.

**Annexure-A**

**APPLICATION FORMAT FOR THE POST OF CONSULTANT IN**  
**WEST BENGAL LSA**

1. Name:
2. Father's name:
2. Present Residential Address:
3. Aadhaar Number:
4. Date of Birth (DD/MM/YYYY):
5. E-mail address and telephone number:
6. Date of entry into Government Service:
7. Date of retirement:
8. Last Month Basic pay drawn (on superannuation):
9. Basic Pension Drawn as on 31.12.2023:
10. Educational Qualification:



12. Brief particulars of service with nature of duties performed for the last 10 years before retirement:

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

13. Brief particulars of service with nature of duties performed after retirement till date:

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

14. Knowledge of Computer

MS Word	
MS Excel	
Any other (Please specify)	

15. Additional information, if any, in support of your suitability for the post.

The candidate has to submit a detailed resume on his experience, works handled relative to Telecom sector activities, and other official functions (Not more than 2 pages)

The following documents must be attached with the application.

- 1) LPC of last month of service.
- 2) Latest three months pension amount (Bank/Postal statement of Pension/ Savings account).

**DECLARATION**

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 available on demand. In addition, I, unequivocally and unconditionally, accept all the terms & conditions of Circular No. 1-45/WB LSA/A/2022/Consultant/ Dated: 29/01/2025

Yours faithfully,

Date:

Signature:

Place:

Full Name: