

Dated the 29th January, 2025**Vacancy Notice**

Sub: Inviting applications from Retired Officers from Central/State Government at Level-12 as per 7th CPC or above from the Police cadre for engaging as Consultant (Complaints & Investigation) in National Commission for Women on contract basis.

National Commission for Women invites applications from Retired Officers from Central/State Government at Level-12 as per 7th CPC or above from the Police cadre for engagement as Consultant (Complaints & Investigation) initially for a period of one year from the date of engagement which may be extended/curtailed as per the requirement of the Commission. The details are given below:

1	Name of the post	Consultant (C&I)
2	Number of posts	01
3	Period of engagement	The period of engagement will be initially for one year from the date of engagement which may be extended/ curtailed as per requirement/performance of the individual.
4	Job Location	National Commission for Women, Plot No. 21 Jasola Institutional Area, New Delhi 110025.
5	Educational Qualificati	Graduate or equivalent from any recognized University /Institution. Preference will be given to the candidates possessing degree in Law.
6	Experience	Retired Officers from Central/State Government at Level-12 as per 7 th CPC or above from the Police cadre.
7	Age	Not more than 62 years as on last date of submission of applications.
8	Remuneration/ Professional Fee	Last basic pay drawn minus basic pension + Transport Allowance drawn as per Govt. Rules. However, the Commission will have the discretionary power to decide the professional fee as per merit.
9	Terms of Reference	(i) Examining/Evaluation/Advice/Report on status and condition of complaints received in the Commission and submit his report; (ii) Monitoring/Follow up action with the concerned Police and other authorities in respect of complaints and other administrative matters; (iii) Attending hearings as and when required; (iv) Any other work assigned by the Higher Authority from time to time.
10	Working hours	Normal office timings from 9.00 am to 5.30 pm. Marking biometric attendance is mandatory. May also have to devote more time than usual to meet the exigencies of work.
11	How to apply	The application in the prescribed format (complete in all respects) along with requisite documents i.e. copy of PPO, Last Pay Certificate, Bank details, Aadhar Card & PAN number may be sent to the following address: The Deputy Secretary, National Commission for Women, Plot No. 21 Jasola Institutional Area, New Delhi 110025. The applications may also be submitted through email to monika.yadav@nic.in
12	Last date for receipt of application	28 th February, 2025 (Friday).


(Monika Yadav)
Deputy Secretary

APPLICATION FORM FOR THE POST OF CONSULTANT (COMPLAINTS & INVESTIGATION) ON CONTRACT BASIS

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1. Post applied for _____

2. Name of the Candidate
(As per matriculation certificate) _____

3. Father's Name _____

4. Date of Birth
(As per matriculation certificate) _____

5. Age as on the last date of receipt
of application _____

6. Gender (Male/Female) _____

7. Postal Address for correspondence

_____ Pincode _____

8. Permanent Address

_____ Pincode _____

9. Mobile No. _____

10. Email-ID _____

11. Educational/Professional qualifications (In case of insufficient space, please attach separate sheet duly signed by the applicant):

Sl. No.	Exam/Degree Passed	School/college/ University	Subject taken	Year of passing	Class/Division & %age

12. Experience (In case of insufficient space, please attach separate sheet duly signed by the applicant):

Name of the Employer/ Organisation	Post Held Start from the post last held	Period From	Period To	Nature of duties (in brief)

13. PPO No. & dated : _____

14. Last Pay drawn : _____

15. Any other information : _____

(Signature of the candidate)

DECLARATAION

- i. I hereby declare that I fulfill all the conditions of eligibility regarding age limits, educational qualifications and experience etc, prescribed to the post on contractual appointment.
- ii. I further declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief I understand that in the event of any information being found suppressed/false or incorrect or ineligibility being detected before or after the interview, my candidature is able to be cancelled

Place:

Date:

(Signature of the candidate)
(Unsigned application will be rejected)

Note:-

The application without any supporting documents pertaining to educational/professional qualification (s) shall be rejected.