

2-2-SIC/SJH/FMS/2012/Outsourced Staff (Vol.I)
Sports Injury Centre
Safdarjung Hospital

New Delhi-110029
Dated the 12th March, 2020

Circular

Sub: Engagement of Retired Govt. Officers on outsourced basis at the level of Section Officer (1 no.) and Assistant Section Officer (1 no.) in Sports Injury Centre, Safdarjung Hospital, New Delhi.

Sports Injury Centre (SIC) invites applications from retired Section Officer (1 no.) or equivalent or higher level and retired Assistant Section Officer (1 no.) or equivalent, well versed with establishment administration work and procedures who have served in Central Govt. Offices, for engagement as S.O. and A.S.O on outsourced basis initially for a period of one year. Detailed terms & conditions for their engagement are at **Annexure-II**. The maximum Age limit for the above posts is 62 years on the date of application.

2. Interested candidates who possess good health and are in a position to join immediately may submit their application in the enclosed Format along with relevant documents as per **Annexure-I** to Deputy Director Administration; SIC, Safdarjung Hospital, New Delhi-110029 on or before 31st March, 2020.


(Dr. Kamlesh Kumar)
Dy. Director (Admn.)
☎:011-26100191

To,

- i. US (CS-I), DoPT, Lok Nayak Bhawan, New Delhi-03 with the request to upload this circular on the website of DoPT to give this circular a wide publicity to all Ministries/Departments and among their staff.
- ii. Notice Board of SIC

Copy to:-

- i. US (H-I), MoH&FW
- ii. DDA, SJH with request to display this circular on the notice board of SJH.
- iii. PS to MS, SJH
- iv. IT Cell, SJH for uploading the circular on their website

Annexure-I

Application form for the post of Section Officer and Assistant on outsourced basis

1. Name & Address in block letters

Paste your
recent
passport size
photo

2. Date of Birth

3. Date of Retirement with copy of PPO

4. Educational Qualification

5. Details of employment in chronological order

Office/Inst/orgn.	Post held	From	To	Scale of Basic Pay	Nature of duties

Date:

(Signature of the Candidate)

Mobile:

Annexure-II

Terms and Conditions for engagement as Section Officer and Assistant in Sports Injury Centre (SIC) on outsourced basis

1. The Section Officer/Assistant shall perform the services as assigned to him/her by his/her controlling officer/Administration Division.
2. The normal working hours would be from 9.00 a.m. to 4.00 p.m. with a lunch break of 30 minutes from 1.30 p.m. to 2.00 pm. from Monday to Friday and 9am to 1 pm on Saturday. The Section Officer/Assistant will mark his/her attendance in Aadhar Enabled Biometric Attendance System.
3. In special circumstances, the Section Officer/Assistant could be called for services on holidays or beyond normal working hours for which no compensatory leave will be granted.
4. The consultancy will start from the date he/she joins initially for a period of one year.
5. They will be paid a monthly remuneration of ₹30000/- for Section Officer and ₹25000/- for Assistant. The remuneration for services rendered in a month shall be payable in the subsequent month.
6. SIC shall have the right to examine/ review the services provided by him/her at any time.
7. They shall perform his/her obligations under his/her consultancy with all necessary skills, diligence, efficiency and economy.
8. No other facility whatsoever except monthly remuneration be provided to them by SIC in his/her capacity as Consultant.
9. SIC shall not be responsible for any loss, accident, damages/injury suffered by him/her whatsoever arising in or out of the execution of his/her work, including travel.
10. During the terms of the consultancy, he/she shall not be engaged in any private business or professional activity which could conflict with the interest of the Government.
11. The Consultant shall treat all official information as confidential and use the same only for purpose of the performance of the services.
12. The consultancy can be terminated by either side by giving at least 15 days prior notice.
13. They will be allowed to avail 12 days leave in a period of one year.
