

A-12/007/2018-NISE (Admn.)  
National Institute of Solar Energy  
(An Autonomous Institute of Ministry of New and Renewable Energy)  
GwalPahari, Gurgaon

Dated: 25.05.2018

Subject: Engagement of Senior Consultants - Solar Thermal **(1)**, Consultant (Technical - Solar Lab Development/ R & D / Consultancy job) **(1)** Senior Consultant (R & D Cell) Solar Photovoltaic **(1)**, Senior Consultant (PERC) Project **(2)**, Senior Consultant (Finance) **(1)**, Consultant (Administration) **(1)**, Consultant (Administration) (Technical) **(1)**, Senior Consultant (International Training / Affairs) **(1)**, Consultant (Training) **(2)**, **Instructor-cum-Lab In-charge (1)** and Consultant or Senior Consultant **(1)** on part time basis in National Institute of Solar Energy – Total **13 positions**.

National Institute of Solar Energy (NISE) is an Autonomous Institute of Ministry of New and Renewable Energy, Government of India to function as an Apex National Centre for research and technology development and related activities in the areas of Solar Energy Technologies in the Country. NISE is located on a 200 acre campus at the Gurgaon- Faridabad Road, Gwalpahari, Gurugram. The Institute works on development of Solar Energy Technologies and practices and contributes in advancement of related Science and Engineering. The R & D activities of NISE are carried out in coordination with other research organizations and industry. NISE invites applications from suitable candidates for their engagement as under:-

Sl. No.	Number, Name / Category & Qualifications	Period of Engagement	Job Requirement	Consolidated remuneration not exceeding Rupees per month
<b>I. RESEARCH AND DEVELOPMENT</b>				
1.	<p><b>1 (One) Senior Consultant (Technical) Solar Thermal -1</b></p> <p><b>(i) Essential Qualification(s)</b></p> <p>Doctorate Degree in the relevant subject of Physics / Chemistry / Renewable Energy / Energy / Environmental Science or Master's Degree in Engineering / Technology in the discipline / subject to the job requirements (in this case Mechanical / Electronics / Electrical Energy) from a recognized university</p> <p><b>(ii) Experience :</b></p> <p>At least 10 years specialized experience of Research in R &amp; D organizations / Development Design / Consultancy / Construction in Industrial / Academic / Govt. Institutions / Organisations / Private Sector organisations (the experience shall be of a special nature relevant to the job requirement of the position)</p> <p><b>Desirable</b></p> <p>Retired Professor / Director of an Engineering /R &amp; D institution will be Preferred</p>	Purely on short-term contract basis for a period of one year which can be extended on year to year basis (not beyond the age of <b>65 years</b> ** in any case) depending on the performance of the candidate / need of the Institute.	Should be conversant with co-ordination of Solar R&D activities / Solar Thermal Power Projects and to look after all present works of Solar Thermal in NISE.	Rs. 75,000 per month.
2.	<p>1 (one) Consultant (Technical - Solar Lab Management / Development / R &amp; D / Consultancy job).</p> <p><b>(i) Essential Qualification(s)</b></p> <p>ME/M.Tech from recognized University / Institute with 05 years' experience.</p> <p>or</p> <p>BE/B. Tech with GATE qualified and 07 years' experience in the field of Solar Energy (Mechanical / Electrical / Electronic Engineering)</p> <p>1. Knowledge of IEC/ISO standard 17025, ISO 9001 etc.</p> <p>2. Consultancy service knowledge and implementation of IEC / IS standards for laboratories. Doing feasibility report / detail project reports / tender documents and working. Financial proposal preparation inputs of evaluation</p> <p>3. Solar applications systems development and Research works.</p>	Purely on short-term contract basis for a period of one year which can be extended on year to year basis (not beyond the age of <b>65 years</b> in any case) depending on the performance of the candidate / need of the Institute.	<p>Should be conversant of:</p> <p>(i) Knowledge of Designing, installation &amp; Commissioning Solar Power Plant.</p> <p>(ii) Have installed &gt;1 MW Solar Plants.</p> <p>(iii) Knowledge of IEC / ISO standard 17025, ISO 9001 etc.</p> <p>(iv) Consultancy Services – (preparation of feasibility / detailed project reports, / tender documents, preparation of financial proposals &amp; implementation / evaluation thereof.</p> <p>(v) Implantation of Solar applications and development &amp; Research works.</p> <p>(vi) Knowledge of IEC/ IS standards for Laboratories.</p>	Rs. 50,000/- to Rs. 75,000/- per month with annual increase of Rs. 2,500/- (5%) on satisfactory continuation of contract on year to year basis restricted upto Rs. 75,000/- per month.

Sl. No.	Number, Name / Category & Qualifications	Period of Engagement	Job Requirement	Consolidated remuneration not exceeding Rupees per month
3.	<p><b>1 (One) Senior Consultant (Technical) R &amp; D Cell</b></p> <p><b>Solar Photovoltaic -1</b></p> <p><b>(i) Essential Qualification(s)</b></p> <p>Doctorate Degree in the relevant subject of Physics / Chemistry / Renewable Energy / Energy / Environmental Science or Master's Degree in Engineering / Technology in the discipline / subject to the job requirements from a recognized university</p> <p><b>(ii) Experience :</b></p> <p>At least 10 years specialized experience of Research in R &amp; D organizations / Development Design / Consultancy / Construction in Industrial / Academic / Govt. Institutions / Organisations / Private Sector organisations (the experience shall be of a special nature relevant to the job requirement of the position)</p> <p><b>Desirable</b></p> <p>Retired Professor / Director of an Engineering /R &amp; D institution will be Preferred</p>	<p>Purely on short-term contract basis for a period of one year which can be extended on year to year basis (not beyond the age of <b>65 years</b> ** in any case) depending on the performance of the candidate / need of the Institute.</p>	<p>Should be conversant Co-ordination of Solar Photovoltaic R&amp;D activities / Solar Projects and looking after all present work of Solar Photovoltaic in NISE Campus.</p>	<p>Rs. 75,000 per month.</p>
<b>II. PERC CELL PROJECT</b>				
4.	<p><b>2 (Two) Senior Consultant (Technical) PERC Project</b></p> <p><b>(i) Essential Qualification(s)</b></p> <p>Doctorate Degree in the relevant subject of Physics / Chemistry / Renewable Energy / Energy / Environmental Science or Master's Degree in Engineering / Technology in the discipline / subject to the job requirements from a recognized university</p> <p><b>(ii) Experience :</b></p> <p>At least 8 years specialized experience of Nanotechnology / Solar PV Characterization Laboratory / Silicon Amorphous facility for high efficiently cells and Photovoltaic Technology of Research in R &amp; D organizations / Development Design / Consultancy Construction in Industrial / Academic / Govt. Institutions / Organisations / Private Sector organisations (the experience shall be of a special nature relevant to the job requirement of the position)</p> <p><b>Desirable</b></p> <p>Consultancy / organizing training program and having exposure for Indian and foreign university will be preferred.</p>	<p>Purely on short-term contract basis for a period of one year which can be extended on year to year basis (not beyond the age of <b>65 years</b> ** in any case) depending on the performance of the candidate / need of the Institute.</p>	<p>Should be conversant- coordination of Solar PV Characterization / R&amp;D activities / Solar Projects.</p>	<p>Rs. 75,000 per month.</p>

Sl. No.	Number, Name / Category & Qualifications	Period of Engagement	Job Requirement	Consolidated remuneration not exceeding Rupees per month
<b>III. FINANCE &amp; ACCOUNTS / ADMINISTRATIVE</b>				
5.	<p><b>1 (One) Senior Consultant (Finance)</b></p> <p><b>Essential Qualification(s)</b></p> <p>(I) Bachelor's Degree in Commerce from a recognized University or equivalent with professional qualification of CA / CS / MBA.</p> <p>(ii) Working experience of minimum of five (5) to ten (10) years in Fund Management, Finance, Accounts, Budget, Audit and personal administration in Autonomous Bodies, Research and Development Institutions / Universities / Industries / Government / Public Sector undertakings, fully acquainted with in execution and evaluation of financial projects / working of autonomous bodies procedural and legal requirements including Government guidelines / directions (like GFR /SRs) should be conversant with Government functioning.</p> <p>Officer (s) /Officials retired from Central /State Govt. / autonomous Bodies from the post of Deputy Secretary or above, fulfilling the requisite qualifications and experience in the file of Integrated Finance / Establishment / Administration or General Administration or International Cooperation and planning or implementation of projects etc. who are conversant to evaluate the specific / technical projects and schemes and their execution and supervision and execute all financial activities, including taxation / duty provisions, issuance of letter of credit etc. as per rules, in Government and its autonomous bodies may also apply.</p> <p>(ii) Excellent Computer skill.</p>	Purely on short-term contract basis for a period of one year which can be extended on year to year basis (not beyond the age of <b>65 years</b> in any case) depending on the performance of the candidate / need of the institution. (The upper age limit would be <b>64</b> years on the last date of receipt of application).	<p><b>Should be conversant with</b></p> <p><b>(i) Examination and processing of proposals for financial concurrence.</b></p> <p><b>(ii) Financial management and maintenance of records as per requirements / rules and supervising activities of Finance Division.</b></p> <p><b>(iii) Coordinate with all concerned including Divisional Heads / Project Mangers in NISE for proper handling of Budget and other financial issues.</b></p> <p><b>(iv) Follow up replies to Audit paras, monitoring of expenditure status etc. Timely clearance of numerous financial proposals of various Divisions in NISE.</b></p> <p><b>(v) Monitoring / proper utilization of funds as well as spending of money as per Plan Scheme in accordance with Govt. directions / GFR and rules in force.</b></p> <p><b>(vi) Preparation and coordination of budget proposals / reports and background note on various subject relating to NISE and its timely submission to Administrative Ministry.</b></p> <p><b>(vii) Examination and incorporation of proper inputs on concerning financial implications at the time of preparation of fresh proposals / projects and evaluation of existing proposals / projects in NISE.</b></p> <p><b>(viii) Coordination and follow up with Administrative Division and IFD Division in MNRE and other Govt. and Non-Govt. agencies in the matter concerning financial management in NISE.</b></p> <p><b>(ix) Creation of electronic data base for review / monitoring of all financial activates in NISE for ready to use purpose and ensuring transparency.</b></p> <p><b>(x) Assist Senior Officials in various working including attempting of SFC / EFCs, agenda notes/ minutes for meetings, other important issues and the work assigned to him in general from time to time.</b></p>	Rs. 75,000 per month.
6.	<p><b>1 (one) Consultant (Administration)</b></p> <p><b>Essential Qualification(s)</b></p> <p>Bachelor's degree in any subject from a recognized university or equivalent.</p> <p><b>(i) Desirable</b> M.A. / MBA, PG Diploma in Personnel Management / Business development.</p> <p>(ii) A retired Government Servant of the level of Under Secretary or above from Central / State Government / Autonomous Institution / Central / PSUs having experience in handling General Management, Establishment / Administration of at least 10 years or more.</p> <p>(iii) Excellent Computer skill.</p>	Purely on short-term contract basis for a period of one year which can be extended on year to year basis (not beyond the age of <b>65 years</b> in any case) depending on the performance of the candidate / need of the institution. (The upper age limit would be <b>64</b> years on the last date of receipt of application).	<p>Should be conversant with the Govt. functioning-</p> <p>(i) dealing with all routine Administrative / Establishment or General Administration including procurement matters of the institute</p> <p>(ii) Service Rules framing / amendment of Recruitment Rules having explicit experience in dealing with administrative &amp; legal issues concerning to Autonomous Institute / Govt. organisation.</p> <p>(iii) Maintenance of attendance / leave records, processing of remuneration payments, TA / DA, medical claims / reimbursement as per rules, LTC, Tours etc. Infrastructure plans, RTI etc.</p> <p>(iv) Handling matter of Governing Council – implementations / follow up actions of the decisions of the Governing Council (GC) / EC meetings.</p> <p>(v) Convening the meetings of various Committees of the Institute, preparation of minutes, reports, background notes etc.</p> <p>(vi) All matters relating to recruitments, completion of pre-recruitment formalities.</p> <p>(vii) Business development for the Institute.</p> <p>(viii) Knowledge of GFRs for procurement related work etc.</p> <p>(ix) Computer proficient.</p>	Rs. 50,000/- to Rs. 75,000/- per month with annual increase of Rs. 2,500/- (5%) on satisfactory continuation of contract on year to year basis restricted upto Rs. 75,000/- per month.

Sl. No.	Number, Name / Category & Qualifications	Period of Engagement	Job Requirement	Consolidated remuneration not exceeding Rupees per month
7.	<p><b>1 (one)</b> Consultant (Administration – Technical).</p> <p><b>Essential Qualification(s)</b></p> <p>(i) Bachelor's degree in Mechanical / Production / Electrical Engineering from a recognized University / Institute or equivalent.</p> <p>(ii) <b>Experience</b></p> <p>(i) Retired Group "A" Officer from Central / State Government educational / research Institutions / defence Services with minimum 25 years in the area of repairs / maintenance of machinery &amp; equipment's with handling of general administration of organization including inventory control / stores / procurement / utilities / training out of which at least 5 years' experience in material management / fire safety / RTI Act.</p> <p>(iii) Excellent Computer Skill.</p> <p><b>Desirable</b></p> <p>Exposure to Inventory Control of all purchases / handling of engineering workshop especially fabrication work / fire safety will be added advantage.</p>	Purely on short-term contract basis for a period of one year which can be extended on year to year basis (not beyond the age of <b>65 years</b> in any case) depending on the performance of the candidate / need of the institution. (The upper age limit would be <b>64</b> years on the last date of receipt of application).	<p>Should be conversant with the Govt. functioning:</p> <p>(i) Preparation of tenders and all purchases related to various activities in the Institute.</p> <p>(ii) Setting up of Mechanical Workshop at NISE.</p> <p>(iii) Setting up of / maintenance of Fire prevention system.</p> <p>(iv) To look after Mechanical / Civil / Electrical works in the Institute.</p> <p>(v) Consultancy assignments.</p> <p>(vi) Dealing with administrative &amp; legal issues concerning to Autonomous Institute / Govt. organisation including RTIs.</p> <p>(vii) Utilities and services AMCs etc.</p> <p>(viii) Business development for the Institute.</p> <p>(ix) Computer proficient.</p> <p>(x) Any other job assigned from time to time.</p> <p>(xi) Knowledge of GFRs / Ministry of Finance guidelines / directions for Tenders / procurement.</p>	Rs. 50,000/- to Rs. 75,000/- per month with annual increase of Rs. 2,500/- (5%) on satisfactory continuation of contract on year to year basis restricted upto Rs. 75,000/- per month.
<b>IV. SKILL DEVELOPMENT PROGRAMME / TRAINING DIVISION</b>				
8.	<p><b>1 (One)</b> Consultant (International Training / Affairs)</p> <p><b>Essential Qualification(s)</b></p> <p>(i) Degree from recognized University</p> <p style="text-align: center;">Or</p> <p>(ii) Post Graduate Degree in Business Administration.</p> <p>(iii) At least 15 years' experience in Training / Administration.</p> <p>Retired Group A officer <b>not below of the level of Deputy Secretary.</b> having working experience of minimum of five (5) to ten (10) (out of 15 years' experience in Training / Administration) in developing, managing and conduct of training programmes of different levels from skill development to national and international trainings, with major emphasis on international event and training management</p> <p>(iii) Excellent Computer skill.</p>	Purely on short-term contract basis for a period of one year which can be extended on year to year basis (not beyond the age of <b>65 years</b> in any case) depending on the performance of the candidate / need of the institution. The upper age limit would be <b>64</b> years on the last date of receipt of application.	<p>Should be conversant with:-</p> <p>(i) Coordination &amp; Cooperation with consultation, National / International Authorities / Agencies including Ministry of External Affairs for developing &amp; conduct of International Training programs in the field of Renewable Energy in general and Solar Energy in particulars.</p> <p>(ii) Designing &amp; Development of Topic / subject specific training capsules for Skill development ( like Suryamitra) National &amp; International Trainings programmes.</p> <p>(iii) Identification of target groups.</p> <p>(iv) Preparation of Course material and finalising of Co-specific training methodology for Skill Development Programs, discipline related (like defence, scientific Institution for other Govt. &amp; Private bodies.), training programs, National &amp; International generals / job specific training programs.</p> <p>(v) Conduct / Assist in conducting training for National &amp; International Agencies like International Solar Alliance (ISA).</p> <p>(vi) Coordination with Administration of Ministry of New &amp; Renewable Energy (MNRE) and coordination with all concerned to draw time specific training programmes/ projects and ensure approval of Annual target / projections.</p> <p>(vii) Preparation and Examination of Financial proposals for specific training programmes.</p> <p>(viii) Coordination and ensure Administrative / Financial and other compliances for conduct and arrangement of different training programmes.</p> <p>(ix) Preparation of budget proposals and arrange different Administrative control of training Division in NISE and assist International Solar Alliance (ISA) in execution of Training Programmes.</p>	Rs. 50,000/- to Rs. 75,000/- per month with annual increase of Rs. 2,500/- (5%) on satisfactory continuation of contract on year to year basis restricted upto Rs. 75,000/- per month.

Sl. No.	Number, Name / Category & Qualifications	Period of Engagement	Job Requirement	Consolidated remuneration not exceeding Rupees per month
9.	<p><b>2 (Two) Consultant (Training)</b></p> <p><b>Essential Qualification(s)</b></p> <p>(I) <b>Degree</b> from a recognized University</p> <p>(ii) <b>Post Graduate in Business Administration</b> from a recognized University / Institute.</p> <p>(iii) At least 10 years' experience in teaching / training / Administration / Solar industry in top Institutes or multinational / very good Corporates.</p> <p>(vi) A retired / retiring Government Servant upto 30.06.2018 of the level of Under Secretary or above with minimum 10 -15 years working experience in Training coordination work / Administration in Autonomous Bodies, Research and Development Institutions / Universities / Government / Public sector undertakings, fully acquainted with in execution of various National as well as International training programmes.</p> <p>(ii) Excellent Computer skill.</p>	Purely on short-term contract basis for a period of one year which can be extended on year to year basis (not beyond the age of <b>65 years</b> in any case) depending on the performance of the candidate / need of the institution. The upper age limit would be <b>64</b> years on the last date of receipt of application.	<p>Should be well conversant with the Govt. functioning:</p> <p>(i) Dealing with the issues of general administration / finance / accounts / budget relating to Training Programmes.</p> <p>(ii) Making protocol arrangements in respect of national / foreign delegates of various training programmes from time to time.</p> <p>(iii) Coordination with different divisions at the Institute as per training schedule.</p> <p>(iv) Interaction with various Technical Organisations.</p> <p>(v) Handling all National / International Training activities at NISE.</p> <p><b>(vi) To coordinate in International programmes like –Indian African Forum Summit (IAFS), I-TEC /SCAAP, SAARC Countries etc.</b></p> <p><b>(vii) To coordinate with International solar Alliance (ISA) to implement the forthcoming ISA – National Focal Point Programmes.</b></p> <p><b>(viii) To coordinate in six months Advance Solar Professional Course and all internal trainings at NSE.</b></p> <p><b>(ix) To coordinate with Speakers, catering services, arrangement of air tickets for the participants, hotel accommodation, logistics, arranging interpreter whenever required in all above mentioned programmes</b></p> <p><b>(x) Any other work as assigned from time to time.</b></p>	Rs. 50,000/- to Rs. 75,000/- per month with annual increase of Rs. 2,500/- (5%) on satisfactory continuation of contract on year to year basis restricted upto Rs. 75,000/- per month.
10.	<p><b>1 (one) Instructor-cum-Lab In charge.</b></p> <p><b>Essential Qualification(s)</b></p> <p>(i) Having Diploma ITI / Polytechnic in Electrical / Electronics.</p> <p>(ii) Minimum 10 years' experience as Trainer / Instructor of Electrical / Electronic branch in any reputed Institute in National Council of Vocational Training Module 5.</p> <p>Desirable: Preference would be given to candidates having higher qualification and experience of teaching ITI / Polytechnic in electrical or Electronic branches.</p>	Purely on short-term contract basis for a period of one year which can be extended on year to year basis (not beyond the age of <b>65 years</b> in any case) depending on the performance of the candidate / need of the institution. The upper age limit would be <b>64</b> years on the last date of receipt of application.	<p>Should be well conversant with the Govt. functioning:</p> <p>(i) Classroom / Laboratory training for skill development programme.</p> <p>(ii) Provide hands on experience to the participants in laboratory.</p> <p>(iii) Impart basic knowledge of tool kits, devices and equipment's for the skill development training in Electronic / Electrical / Mechanical Workshops.</p> <p>(iv) Conduct regular examinations.</p> <p>(v) Any other work as assigned from time to time.</p>	Rs. 30,000/- per month and annual increase of 5% can be considered on satisfactory continuation of contract on year to year basis.
11.	<p><b>1 (one) Consultant (Procurement) on Part time basis.</b></p> <p><b>Essential Qualification (s)</b></p> <p>(i) Minimum Postgraduate in Commerce / CA / ICWA / MBA etc. Or</p> <p>(ii) Graduate in Engineering in any branch from recognized University / Institution.</p> <p><b>Desirable</b> Additional qualification like MBA / CA / ICWS / Diploma in Material Management shall be preferred.</p> <p><b>Experience</b> Minimum 10 years in purchasing activities. Tender preparation, opening, finalization till final delivery of items / equipment's at NISE, Gurgaon.</p>	Purely on short-term contract basis for a period of one year which can be extended on year to year basis (not beyond the age of <b>65 years</b> in any case) depending on the performance of the candidate / need of the institution. (The upper age limit would be <b>64</b> years on the last date of receipt of application).	<p>Should be well conversant with the Govt. functioning:</p> <p>(i) To look after the Tender documents / purchase activities.</p> <p>(ii) Having exposure of minimum 10 years in National &amp; International Tender preparation / purchase activities especially scientific Laboratory equipment's / items in PSUs / Autonomous Bodies / Ministries / Departments or any reputed Government agencies.</p>	In the case of <b>Senior Consultant</b> Rs. 5,000/- per day / visit and <b>Consultant</b> Rs. 3000/- per day visit basis maximum of <b>12 days / visits in a month.</b>

### **Duration /other terms and conditions.**

1. The number of position (s) for Senior Consultants / Consultant(s) etc. may vary and the NISE reserves the right to accept or reject in part or in full any or all the responses without assigning any reasons whatsoever or create a panel of Consultants for filling the future position, if required.
2. The engagement of the above position is of a purely on short-term contract / temporary (Non-Official) nature and can be withdrawn at any time within the period mentioned above without assigning any reason or prior notice and shall not bestow any claim or right for seeking regular employment in the National Institute of Solar Energy.
3. No other allowance or facilities of any kind like HRA, medical, accommodation, etc., will be permissible. No TA / DA will be provided any for attending the interview / joining the position upon selection.
4. Mere fulfilment of Educational Qualification will not entitle the candidate for being called for interview. The applications will be shortlisted based on the academic records / educational qualifications / experience in the required field relevant to the actual job requirements by Screening Committee. Incomplete application will be out-rightly rejected and no correspondence for that will be entertained
5. \*\* In the case of exceptionally experienced and qualified Senior Consultants the field of Research, Design & Development of Solar Systems, applying for the position of Senior Consultants (Technical / R & D), the upper age limit may be considered beyond 65 years depending upon the performance of the candidate / need of the Institute.
6. Higher remuneration for Consultants may be considered for exceptionally meritorious / experienced candidates.
7. Other terms and conditions will be as stipulated in the engagement offer as and when issued.

### **How to apply**

Interested candidates may send their CVs in the prescribed format as per **Annexure I** with attested photocopies of documents in support of educational qualifications, age and experience etc. in a sealed cover super scribed “**Application for “Name of the position”**) in **NISE**” to the following address. Separate application for different positions applied for, if any, may be submitted. Applications from the eligible candidates should reach within **21 days** from the date of publication of the advertisement.

(Dr. Arun K.Tripathi)  
Director General  
National Institute of Solar Energy  
GwalPahari, Gurgaon-Fridabad Road,  
Gurgaon – 122003 (Haryana)

**APPLICATION FORMAT FOR ENGAGEMENT AS CONSULTANT (ADMINISTRATION) / ASSISTANT CONSULTANT (CIVIL) IN THE NATIONAL INSTITUTE OF SOLAR ENERGY (NISE) (AN AUTONOMOUS INSTITUTE OF MNRE, GURGAON HARYANA)**

-----

**Photograph**

**( Paste only/Do not Staple)**

**NAME OF THE POSITION APPLIED FOR IN NISE, GURGAON.**

---

1.	Name in Block letters.				
2.	Father's Name				
3.	Date of Birth (DD/MM/YY)				
4.	Domicile/ Nationality				
5(a)	Post held & Date from which held				
(i)					
(ii)	Name of the office/Organization where employed				
(iii)	Pay as on date	Rs.			
5(b)	<b>In case of Retired Government Officers only:</b>				
(i)	Post as on date of retirement and the date from which held	_____			
(iii)	Pay Band + Grade Pay	Rs.			
(iv)	Pay as on retirement	Rs.			
6	Date of retirement				
7.	Mailing address with				
8.	Telephone/mobile No: e-mail address				
9.	Permanent address:				
10.	<b>Educational Qualifications:</b>				
Sl. No.	Course	Subject	University / Institute	Year of Passing	Division / Class

11. **Work Experience** (can attach a separate sheet)

Sl. No.	Organization/ Institute	Period		Nature of work	Remarks
		From	To		

12. Academic attainments/Experience: \_\_\_\_\_

13. Publications (if any). \_\_\_\_\_

14. Computer Proficiency: \_\_\_\_\_

15. References (i) \_\_\_\_\_

(ii) \_\_\_\_\_

**(Signatures of the Applicant)**

Place:

Date:

Details of Enclosures: