



NATIONAL COUNCIL FOR CEMENT AND BUILDING MATERIALS

(Under the Administrative Control of Ministry of Commerce & Industry, Govt. of India)

34 Km Stone, Delhi-Mathura Road (NH-2), Ballabgarh-121004, Haryana, India

Ph: +91-129-2666600

Website: www.ncbindia.com

REQUIRES (CONSULTANT ON CONTRACT BASIS)

SUB: Engagement of Retired officers from CPWD/MES or other similar govt organisations as consultant on contract basis at National Council for Cement & Building Materials (NCCBM) - Inviting applications thereof-reg

National Council for Cement & Building Materials invites application from retired officers from CPWD/MES/Other similar govt organisations to be engaged as consultant on contract basis for the following post.

Sl.No.	Post	Essential Qualification	Experience* (Minimum)	Number of Post
1	Consultant Technical (E&M)	B.E/B.Tech in Electrical Engineering	30 Years	01

*Experience shall be in the field of Execution and Management of reputed and large projects in the domains of Electrical/Mechanical/Structural works.

Scope of work and Terms & conditions of the contract shall be as under: -

Scope of work

- The consultant will be required to handle the quality assurance projects assigned to NCCBM by its respective clients. Quality assurance aspects will be of the Electrical, Mechanical and structure steel domains.
- He/she will have to conduct field visit at various project sites to perform various quality assurance activities such as inspection, meetings etc.
- He/she will have to examine and sign the Quality Assurance reports which will be generated on Monthly or visit basis.

Terms & Condition

- The terms and conditions for engagement of consultants related to remuneration shall be regulated by the Department of expenditure's O.M No. 3-25/2020-E III A dated 09.12.2020.
- They should not have attained the age of 63 years as on the starting day of engagement. The engaged personnel should be medically/physically fit to render services as desired.
- Working hours shall normally be 09:00 hrs to 17:30 hrs during working days. However, in exigencies of work they may be called on Saturday/Sunday and other holidays.
- Their attention is drawn to central vigilance commission's circular no 01/01/17 dated 23.01.2017 and circular no 08/06/2011 dated 24/06/2011 regarding engagement of consultants. They will be completely accountable for any advice or any service rendered by them during their engagement in NCCBM in view of norms of ethical business and professionalism.
- They must act, at all times, in the interest of NCCBM and render any advice/service with professional integrity.
- The consultant appointed by NCCBM shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of NCCBM nor will they indulge in any activity outside the terms of contractual assignment.
- They will complete the assigned task within the stipulated period as per the requirements of their controlling officer.
- They shall be bounded to hand over entire set of records of assignment to their controlling officer before expiry of the contract and before the final payment released by NCCBM.
- The engagement as consultant can be terminated by NCCBM at any time without assigning any reason thereof by giving them 30 days' notice. However in case consultant wishes to resign, He/she will have to give 30 days advance notice or remuneration in lieu thereof before resigning from the engagement.
- Canvassing in any form and/or bringing influence political or otherwise will be treated as a disqualification for the post.
- Interim queries will not be entertained.

Interested retired eligible officers may submit their applications in enclosed format along with copy of PPO and last pay certificate to the following address within 15 days of issue of this circular. Incomplete application/received after due date will be rejected.

Director General



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(An Autonomous Institution under the administrative control of DPIIT,
Ministry of Commerce & Industry, Government of India)
34 Km. Stone, Delhi-Mathura Road, Ballabgarh – 121 004 (Haryana)

**Application Form for Appointment
On Contract Basis**

The hard copy to be filled by the candidate in his/ her own handwriting. All the columns should be properly filled in. Incomplete application form will be rejected summarily.

*Affix recent
passport size
photograph duly
signed by the*

Advertisement No: 2022/Contract

1. Post applied for :
2. Name of candidate (in BLOCK Letters) :
3. Marital Status :
4. Father's / Husband Name :
5. Date of Birth : ____ : ____ : ____
6. Age as on 01.07.2022 : ____ Years ____ Month ____ Days
7. Nationality :
8. Address
a. Correspondence Address :
City & Pin Code :
State :
Mobile No. :
Email ID :

b. Permanent Address :
 City & Pin Code :
 State :
 Mobile No. :
 Email ID :

9. State whether you are a member of : SC
 Schedule Caste/Schedule Tribe/Other ST
 Backward Class. If so, attach an attested OBC
 Copy of the certificate in support of your GEN
 Claim. PH

10. Educational / Professional Qualifications (***a self attested copy of each certificate / marks statement must be enclosed with the application***) :

	Examination Passed	Course Duration	Division	Percentage*	Year of Passing	Board/ University	Subjects
High School							
Intermediate							
Diploma							
Graduate							
Post Graduate							
Ph.D Title (Awarded/Thesis Submitted)							
Any other							

* Wherever CGPA is applicable, the same should be indicated in equivalent actual percentage.

11. Total Experience : Years _____ Months _____

12. Employment Details in (Chronological Order starting from current occupation):

Name & Address of Employer	Post Held	Pay Scale	Date From	Date to	Nature of Duties

(Any additional information may be given in additional sheets)

Declaration: I _____ hereby declare that all the statements made in the application are true, complete and correct to the best of my knowledge and belief and in the event of any of the information being found false or incorrect or any ineligibility being detected before or after the selection, my candidature is liable to be cancelled and action initiated against me.

Candidate's Signature

(_____)
Full Name

Date:

Place: