

केन्द्रीय होम्योपैथी अनुसंधान परिषद्

(स्वायत्त निकाय, आयुष मंत्रालय, भारत सरकार)

CENTRAL COUNCIL FOR RESEARCH IN HOMOEOPATHY

(An Autonomous Body of Ministry of AYUSH, Govt. of India)

जवाहर लाल नेहरू भारतीय चिकित्सा एवं होम्योपैथिक अनुसंधान भवन

Jawahar Lal Nehru Bhartiya Chikitsa Avum Homoeopathy Anusandhan Bhawan

61-65 संस्थागत क्षेत्र, डी-ब्लॉक के सामने, जनकपुरी, नई दिल्ली-110058

61-65, Institutional Area, Opp.D-Block, Janakpuri, New Delhi-110058

Advt. No. 8/2018


Date: 4th July, 2018

Engagement of Consultants

The Central Council for Research in Homoeopathy invites applications from retired Government servants for following positions purely on contract basis:

- Senior Consultant (Administration);
- Consultant (Administration);
- Consultant (Accounts); and
- Estate Manager.

The details about the number of posts, place of posting; essential qualification, experience, remuneration, etc. are available on the website of the Council, namely, www.ccrhindia.nic.in. The last date for receipt of applications is 25th July, 2018.


4/7/2018
Assistant Director (Admn.)

The Central Council for Research in Homoeopathy (CCRH) an autonomous body under the Ministry of AYUSH invites applications from retired Government servants for the following positions purely on contract basis:.

Name of post	Senior Consultant (Administration)	Assistant Consultant (Administration)	Assistant Consultant (Accounts)	Estate Manager
No. of post	01	01	01	01
Qualification/ experience required:	Officers retired from the post of Deputy Secretary / Director or equivalent from the Government of India, Attached & Subordinate offices, Autonomous Bodies of the Government of India and have experience in administration, establishment and disciplinary matters, etc.	Officers retired from the post of Section Officer or equivalent from the Government of India, Attached & Subordinate offices, Autonomous Bodies of the Government of India and conversant with Government Rules & Regulations, administration, establishment and disciplinary matters, etc. Desirable Preference will be given to candidates who have undergone training in basic/ advance management course of ISTM and worked in work study unit.	Officers retired from the post of Section Officer or equivalent from the Government of India, Attached & Subordinate offices, Autonomous Bodies of the Government of India and conversant with Government Rules & Regulations, Budget Accounts, administration, establishment matters, etc. Desirable Preference will be given to candidates who have worked as Accounts Officer/ Section Officer (Budget and Accounts/ Cash) and have experience of preparing Budget estimate etc.	Officers retired from the post of Section Officer / Assistant Engineer or equivalent from the Government of India, Attached & Subordinate offices, Autonomous Bodies of the Government of India and conversant with General Financial Rules, DFPRs, administrative procedures, etc. Desirable Preference will be given to candidates who have worked as Carètakers, handled upkeep and maintenance of office building, dealing with PWD/CPWD, preparing /checking estimates of repairs, painting, decorating, electrical and plumbing work, etc.
Age	Not exceeding 64 years as on the closing date of receipt of applications.			
Emoluments (per month) + 5% increase on successful completion of	Rs.55,000/- (consolidated)	Rs.45,000/- (Consolidated)	Rs.45,000/- (Consolidated)	Rs.45,000/- (Consolidated)

one year service.				
Period of engagement	Initially up to 31.03.2019 but is likely to be extended.			
Place of posting	Central Council for Research in Homoeopathy, Jawahar Lal Nehru Bhartiya Chikitsa Avum Homoeopathy Anusandhan Bhawan, 61-65, Institutional Area, Opposite D-Block, Janakpuri, New Delhi-110058. (Tel: 011-28524415)			

General Instructions:

1. **The last date for receipt of applications is 25th July, 2018.**
2. The candidate who fulfils the requirement may submit the application in the format attached as **Annex-I** with self attested photocopies and original certificates of qualification, experience, mark sheets, birth certificate and caste certificate, passport size photograph, pension payment orders, etc.
3. The applications may be addressed to the **Director General, Central Council for Research in Homoeopathy, 61-65, Institutional Area, Opposite D-Block, Janakpuri, New Delhi-110058.**
4. The applicant can apply only for one post of Consultant in any of the category.
5. The candidate should have working knowledge of computer programmes such as MS-Office, Internet and e-mail, etc. as he would be required to work independently.
6. The engagement will be tenure/ project-based.
7. The number of posts may vary depending upon the requirement.
8. The eligibility of candidate will be determined as on the date of advertisement.
9. No TA/DA will be paid for attending the interview.
10. **Only short-listed candidates will be invited for interview.**
11. Canvassing, in any form, will lead to disqualification of the candidate.
12. The competent authority reserves the right to postpone/ cancel the recruitment exercise for any/ all posts at any stage.
13. The selected candidates will have no claim for appointment on regular basis by virtue of being appointed on contractual basis.
14. Candidates are requested to see Council's website (www.ccrhindia.nic.in) on regular basis for any new announcement in this regard.


 4/7/18
 Assistant Director (Admn.)

CENTRAL COUNCIL FOR RESEARCH IN HOMOEOPATHY

Application format for the post of (Please \checkmark mark the appropriate category)

- Senior Consultant (Administration)
- Assistant Consultant (Administration)
- Assistant Consultant (Accounts)
- Estate Manager

Affix one attested
Passport-size
coloured
photograph

A Personal Particulars				
1.	Name in Block Letters			
2.	Father's / Husband Name			
3.	Address			
4.	Date of birth			
5.	Mobile No.			
6.	E-mail ID			
B Educational Qualifications				
	Examination Passed/ name of degree	Name of University/ Board	Year of Passing	Division
1.				
2.				
3.				
4.				
5.				
C Experience				
	Name of Organisation	Designation	Period (From – To)	Nature of work done
1.				
2.				
3.				

4.				
5.				
Total Experience =				
D	Knowledge of computer programmes:			
E	Details of training programmes attended:			
F	Any additional information relevant to the job:			

Certified that the information furnished above is correct to the best of my knowledge and belief. Further, I was clear from the vigilance angle at the time of retirement.

(Signature of the Candidate)
Date: