

**F. No. 34-16/2018-DDIII**  
**Government of India**  
**Ministry of Social Justice and Empowerment**  
**Department of Empowerment of Persons with Disabilities**

\*\*\*\*

Antyodaya Bhavan, CGO Complex, New Delhi  
Dated 6<sup>th</sup> May, 2019

**Sub: Notice regarding engagement of manpower in the Department of Empowerment of Persons with Disabilities on contract basis.**

Department of Empowerment of Persons with Disabilities invites applications from eligible individuals for contractual appointment in the Department as under:-

Sl. No.	Detail of Post	Essential Qualifications	Preferred Experience	Monthly remuneration including Transport allowances
1	Special Consultant for Audit Report (DD-III)  <b>No of Post : 01</b>	Retired Officers of Central Government in the level of Deputy Secretary or Under Secretary  or M.Com/ MBA with three years relevant experience in Government Sector	a) Compilation of data relating to Audit matter b) Handling of work relating to Budget/ General Admin/ Income Tax matter etc. c) Sound knowledge of Government Financial Rules and procedures. d) Experience in handling Schemes, Policy matters, Cash & Budget etc. e) Working knowledge in Computers particularly in use of MS Word, MS Excel, MS Power Point and Accounting software.	₹ 70,000/-
2	Special Consultant for Identification of Posts (DD-III)  <b>No of Post : 01</b>	Retired Officers of Central Government in the level of Deputy Secretary or Under Secretary  or M.A in Social Work/ Social Sciences with three years relevant experience in Government Sector	a) Handling of work relating to Policy matter/ General Admin/ Legal Cases/ Court Cases etc. b) Having experience of Disability sector. c) Experience / understanding of Government system. d) Working knowledge in Computers particularly in use of MS Word, MS Excel, MS Power Point etc	₹ 70,000/-
3	Special Consultant for establishment of NIMHR	Retired Officers of Central Government in the level of Deputy Secretary or	a) Handling of work relating to Policy matter/ General Admin/ Legal Cases, Court Cases etc.	₹ 70,000/-

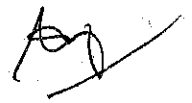
	<b>No of Post : 01</b>	Under Secretary or M.A in Social Work/ MBA with three years relevant experience in Government Sector	b) Working knowledge in setting up of National level institution c) Working knowledge in Computers particularly in use of MS Word, MS Excel, MS Power Point etc	
4	Special Consultant for consideration of Country Report to UN (DD-III)  <b>No of Post : 01</b>	Retired Officers of Central Government in the level of Deputy Secretary or Under Secretary or M.A in Social Work/ Sciences/International Study / Public Administration/ MBA and equivalent course with three years relevant experience in Government Sector	a) Compilation of data relating to target groups of the Department and Coordination work. b) Handling of work relating to Policy matter/ General Admin/ Legal Cases, Court Cases etc. c) Working knowledge in Computers particularly in use of MS Word, MS Excel, MS Power Point etc. d) Working experience of UN matter/ under UN system will be added advantage.	₹ 70,000/-
5	Special Consultant for National University of Divyangjan (DD-III)  <b>No of Post : 01</b>	Retired Officers of Central Government in the level of Deputy Secretary or Under Secretary or M.A in Social Work/ MBA with three years relevant experience in Government Sector	a) Handling of work relating to Policy matter/ General Admin/ Legal Cases, Court Cases etc. b) Working knowledge in setting up of National level institution c) Working knowledge in Computers particularly in use of MS Word, MS Excel, MS Power Point etc	₹ 70,000/-
6	Special Consultant for Implementation of RPwD Act (DD-III)  <b>No of Post : 01</b>	Retired Officers of Central Government in the level of Deputy Secretary or Under Secretary or M.A in Social Work/Social Sciences with three years relevant experience in Government Sector	a) Co-ordination with various Ministries/ Department, State/ UT government. b) Experience in implementation of Indian Act. c) Knowledge about RPwD Act 2016 and its Coordination work. d) Handling of work relating to Policy matter/ General Admin/ Legal Cases, Court Cases etc. e) Working knowledge in Computers particularly in use of MS Word, MS Excel, MS Power Point etc	₹ 70,000/-
7	Senior	Retired Officers of	a) Co-ordination with various	₹ 60,000/-

	<p>Consultant for Implementation of RPwD Act (DD-III)</p> <p><b>No of Post : 04</b></p>	<p>Central Government in the level of Section Officer or</p> <p>M.A in Social Work/Social Sciences MBA with three years relevant experience in Government Sector</p>	<p>Ministries/ Department, State/ UT government.</p> <p>b) Compilation of data relating to RPwD Act 2016 and Coordination work.</p> <p>c) Handling of work relating to Policy matter/ General Admin/ Legal Cases, Court Cases etc.</p> <p>d) Working knowledge in Computers particularly in use of MS Word, MS Excel, MS Power Point etc.</p>	
8	<p>Senior Consultant for MoUs</p> <p><b>No of Post : 01</b></p>	<p>Retired Officers of Central Government in the level of Section Officer or</p> <p>M.A in Social Sciences/ Social Work with three years relevant experience in Government Sector</p>	<p>a) Co-ordination with various Ministries/ Department, State/ UT government, NIs / CRCs etc.</p> <p>b) Processing of proposals received under various Schemes/Programs of the Department.</p> <p>c) Compilation of data relating to Community based Rehabilitation for PwDs and Coordination work.</p> <p>d) Handling of work relating to Policy matter/ General Admin/ Legal Cases, Court Cases etc.</p> <p>e) Working knowledge in Computers particularly in use of MS Word, MS Excel, MS Power Point etc.</p>	₹ 60,000/-
9	<p>Senior Consultant for Accessibility of Built Environment (Accessible India Campaign)</p> <p><b>No of Post : 01</b></p>	<p>MBA/ BE in Civil/B.Arch/B. Planning, with three years relevant experience in Government Sector especially in construction work.</p>	<p>a) Co-ordination with various Ministries/ Department, State/ UT government, NIs / CRCs etc.</p> <p>b) Processing of proposals received under various Schemes/Programs of the Department.</p> <p>c) Compilation of data relating to access audit and Coordination work.</p> <p>d) Handling of work relating to Policy matter/ General Admin/ Legal Cases, Court Cases etc.</p> <p>e) Working knowledge in Computers particularly in use of MS Word, MS Excel, MS Power Point etc</p>	₹ 60,000/-

10	Senior Consultant for Accessibility of ICT System (Accessible India Campaign)  <b>No of Post : 01</b>	MBA/ BE in Telecommunication/ Software engineering, with three years relevant experience in Government Sector especially website development and maintenance	a) Co-ordination with various Ministries/ Department, State/ UT government, NIs / CRCs etc. b) Processing of proposals received under various Schemes/Programs of the Department. c) Compilation of data relating to access audit and Coordination work. d) Handling of work relating to Policy matter/ General Admin/ Legal Cases, Court Cases etc. e) Should have sound knowledge in web based technology.	₹ 60,000/-
11	Senior Consultant for Accessibility Expert (Accessible India Campaign)  <b>No of Post : 01</b>	MBA/ MA in Social Work/ BE in Civil/B.Arch/B. Planning, with three years relevant experience in Government Sector especially in construction work.	a) Co-ordination with various Ministries/ Department, State/ UT government, NIs / CRCs etc. b) Processing of proposals received under various Schemes/Programs of the Department. c) Compilation of data relating to access audit and Coordination work. d) Handling of work relating to Policy matter/ General Admin/ Legal Cases, Court Cases etc. e) Working knowledge in Computers particularly in use of MS Word, MS Excel, MS Power Point etc	₹ 60,000/-
12	Senior Consultant for Social Media (Accessible India Campaign)  <b>No of Post : 01</b>	MA in Mass Communication/ Social Work with three years relevant experience in Government Sector.	a) Co-ordination with various Ministries/ Department, State/ UT government, NIs / CRCs etc. b) Processing Media proposals in the Department. c) Should have sound knowledge in web based technology.	₹ 60,000/-
13	Legal Consultant for Court Cases (DD-III)  <b>No of Post : 02</b>	LLB, with three years relevant Legal experience in Government Sector.	a) Legal matter/ Court Case/ Supreme Court matter/ High court etc	₹ 52,000/-

2. The tenure of contract shall be initially for one year which is extendable on the basis of requirement of the office and performance of the candidate. The Contract can be terminated at any time at the discretion of the Department, if the performance of the person engaged is not found satisfactory.
3. The Department of Empowerment of Persons with Disabilities reserves the right to accept or reject the applications without assigning any reasons.
4. The applicant shall be of age of 64 years or less as on 30.04.2019. The terms and conditions for Consultant related issues shall be regulated by Department's guidelines as framed and modified from time to time.
5. Interested candidates may apply in enclosed pro forma may be addressed to Under Secretary (Admin.), Department of Empowerment of Persons with Disabilities, Room No.2, Ground Floor, B-4 Wing, Deen Dayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi - 110003.
6. The last date for receipt of applications is 27<sup>th</sup> May 2019.

**Encl:** Prescribed pro-forma for application.



**(Ramanuj-Dey)**  
**Under Secretary to the Government of India**

To,

1. All Central Government Ministries/ Department
2. NI Section, DEPwD with request to circulate above advertisement among NIs/ RCI/NHFDC.
3. Consultant (SD), DEPwD for uploading on Departmental Website
4. Dir (IFD), DEPwD
5. US (Policy), DEPwD
6. US (AIC), DEPwD
7. Notice Board, DEPwD.

## BIO-DATA

**A. Post Applied For :**

Affix a latest  
passport size  
photo

**B: Personal Information:**

1	Name	
2.	Address for communication	
3.	Telephone/Mobile No. & E-mail ID	
4.	Date of Birth	
5.	Present age as on 01/05/2019	
6.	Educational Qualification from 12 <sup>th</sup> standard onwards	
7.	Professional Qualification	

**8. Details of previous employment/ experience (in Chronological order)**

Organisation Detail	Period of Employment	Nature of assignments undertaken	Last Salary Drawn

C. Certified that the information furnished above are true to the best of my knowledge and belief. I understand that in case any of the information furnished above is found to be false, at any stage before or after appointment, my appointment will be liable to be cancelled and suitable legal action can be taken against me.

**Signature**

**Enclosures:**

**Date:**