

**Central Bureau of Investigation
Delhi Special Police Establishment
(Administration Division)
Plot No. 5-B, CGO Complex,
Lodhi Road, New Delhi-110003**


No. 1936 A-41013/03/2022-Esttb./Pers.M

Dated: 22.09.2022

Vacancy Circular

Central Bureau of Investigation invites applications from the retired CBI Officer of the level of Private Secretary as Consultant in CBI, HO on contract basis initially for a period of one year.

2. The details including terms and conditions, eligibility etc. for the engagement of one (01) Consultant is attached as Annexure-A.
3. The willing and eligible retired CBI Officer of the level of Private Secretary (who has not attained age of 64 years as on 01.09.2022) against whom no disciplinary/ criminal case is pending can submit his/her application along with Bio-data within due date.
4. Last date for receipt of application will be 14 days after publication of this circular in CBI website. Applications received after the due date will not be entertained.
5. CBI reserves the right to accept or reject in part or in full any or all the candidates without assigning any reasons whatsoever.


22/9/22
(D.P. Singh)
Admin. Officer (Pers.)
CBI, HO, New Delhi

Nature of Duties:

The nature of the work is confidential. The consultant should have sufficient experience of working in CBI and capable of handling day to day routine office work, typing work, opening and maintenance of files, fixing up of appointments, keeping a list of engagements & meetings and handling of telephone calls & visitors in a tactful manner etc.

Terms and Conditions towards engagement of retired CBI officers as consultants

1. The said engagement as Consultant shall be for a period of one (01) year from the date of joining or until further orders, whichever is earlier. The person engaged shall have no right to claim regularization/ absorption in the organization / Government.
2. The engagement of Consultants shall be on full-time basis and he shall not be permitted to take up any other assignment during the period of Consultancy with CBI.
3. The engagement of Consultants shall be of a temporary nature against the tasks assigned. The engagement may be terminated at any time by CBI without assigning any reason.
4. The Consultant shall have to work as per the working hours of CBI.
5. He will be required to sign an agreement of confidentiality with the CBI to this effect which shall contain a clause of Ethics and Integrity.
6. He will be required to maintain discipline and absolute integrity in accordance with the rules as contained under CCS (Conduct) Rules, 1964.
7. He shall not take any commercial employment or assignment of work by any other name like project or such under any circumstances during the period of engagement in this Bureau.
8. He will be eligible @ 1.5 days leave for each completed month of service.
9. He shall be required to perform duties in the Central Bureau of Investigation under the administrative control and supervision of the Additional Director, CBI or any other officer authorized on his behalf.
10. A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for the term of the contract. There will be no increment/percentage increase during the contract period.
11. A fixed amount as Transport Allowance will be paid for the purpose of commuting between the residence and the place of work. The Transport Allowance so paid shall not more than the amount the official was drawing as Transport Allowance on the date of his/her retirement. However, he/she may be allowed TA/DA on official tour, if any as per his/her entitlement at the time of retirement.
12. The Income Tax or any other tax liable to be deducted, as per the prevailing rules will be deducted at source before effecting the payment for which the office will issue TDS certificate.
13. No increment and Dearness Allowance shall be allowed during the term of the contract.
14. No honorarium shall be allowed for any purpose.
15. No accommodation or HRA will be provided by CBI.
16. Other conditions of services will be governed by the relevant rules and orders in force.