



**Government of India**

Ministry of Communications

Department of Telecommunications

**Office of the Sr. Dy. Director General, Odisha LSA,**

1<sup>st</sup> & 2<sup>nd</sup> Floor, CPMG Building, Bhubaneswar 751001.

Tele: 0674-2393700 & FAX-0674-2393889

DoT/OD/Consultant/20-21/03

Dated: 28 -10-2020

**NOTIFICATION**

**Subject:Engagement of consultants for the posts of Assistant Director and Steno on a temporary contract basis in the O/o Sr. Deputy Director General, Odisha LSA-Reg.**

Sr. DDG, Odisha Licensed Service Area (LSA), Bhubaneswar, Department of Telecommunication, Ministry of Communications proposes to engage the following consultants on a purely temporary and on contract basis for a period of six months or till regular manpower is posted, whichever is earlier:

- a) Assistant Director-2 Nos.
- b) Steno-1 No.

Applications are invited from retired Government servants/ retired officials of PSUs or Research Organizations with adequate computer knowledge and preferable having knowledge of DoT field unit works as mentioned in the Section No.1 (i.e. Nature of Duties) of this notification. The consultants will be engaged on a short-term contract basis initially for a period of six months. Based on his/her performance and requirement of this office, the contract can be further extended up to a maximum of 6 terms of 6 months each or up to 65 years of age whichever earlier.

The Sr. DDG, Odisha LSA, DoT, Bhubaneswar reserves the right to accept or reject in part or in full any or all the responses without assigning reasons whatsoever.

The application form for the post of consultant on a contract basis is at Annexure-A. The last date for submission of the application is **01.12.2020**. Applications received after the due date will not be considered.

**1. Nature of Duties**

**A. For AD**

Work may be assigned in any of the following verticals of the LSA:

- a) Service Compliance- CAF Audit, EMR Audit, Service Testing, Roll out obligation, etc.
- b) Technology- Secured dedicated communication network, Time Synchronisation of Telecom Networks, Disaster Technology Management, interconnect Exchange, Inspections of Licensee Network, Advocacy & Public Awareness, etc.
- c) Security-Operation and Maintenance of CMS/ IMS, Curbing illegal activities/ Control over clandestine/illegal operation of telecom networks, Analysis of CDR/SDR, and other security activities assigned from time to time.
- d) Rural- Rural connectivity for DBT, verification of OSO sites, RF coverage testing/ telecom connectivity checking, etc.
- e) Admin, Legal, PG & Vigilance- Admin, PG, Building, Vigilance, Court case & Misc, Admin activities, etc.

**B. For Steno**

- a) Working on a computer, working with various tools of MS Office suite, drafting/noting skills, and general office administration, etc.

**2. Period of Engagement:-**

The initial contract would be for a period of six months extendable further up to a maximum of 6(six) terms of 6(six) months each or up to 65 years of age whichever is earlier depending on his/her performance.

**3. Eligibility:-**

- a) For consultant in AD Level –Retired from CDA Scale with a substantive grade of Level 8/ of the 7<sup>th</sup> CPC or equivalent IDA Scale or holding analogous post.
- b) For consultant in Steno level – Retired from CDA Scale with a substantive grade of Level 4/Level 5/Level 6 of the 7<sup>th</sup> CPC or equivalent IDA Scale or holding analogous post.

Preference will be given to applicants from DoT/BSNL/MTNL background.

**4. Remuneration per month:-**

The consolidated fee/ remuneration for the Consultants shall be restricted to an amount equal to the difference between the last Basic Pay (as per 7<sup>th</sup> CPC) drawn by the retired officer and Basic pensions(as per 7<sup>th</sup> CPC), plus DA at the rate applicable to Central Government servants from time to time. The person so engaged shall not be eligible for other allowances and benefits. The payment will be made on monthly basis.

**5. Age Limit:-**

Candidate should not be more than 64 years of age on the last date of application.

**6. Confidentiality of data and documents:-**

The data collected/produced as well as deliverables produced for the O/o Sr.DDG, Odisha LSA, Bhubaneswar, shall remain with this office. No one shall utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceeding or information collected for the purpose of this assignment or during the course of assignment from the O/o Sr.DDG, Odisha LSA, Bhubaneswar, without the express written consent of this office. The consultants are bound to hand over the entire set of records of assignment to this office before the expiry of the contract and before the final payment is released by the office.

**7. Conflict of interest:-**

The consultants engaged shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of the Department.

**8. Closing date for submission of applications:-**

Up to 17.00 Hrs. of 01.12.2020.

9. **Selection Procedure:-**

A selection panel shall be constituted for this purpose and it will be valid for a period of 6 months. The decision of the department in the matter of selection of consultants shall be final and binding.

10. **How to Apply:-**

As per enclosed format named as Annexure-A.

11. **Special Condition:-**

The consultant may have to perform outdoor duties in all over Odisha LSA Jurisdiction. Those who are not able to perform outdoor duties need not apply.

12. **Application to be forwarded to:-**

Sr. DDG, Odisha LSA, DoT, 1<sup>st</sup>& 2<sup>nd</sup> Floor, P & T building, Unit-III, Bhubaneswar -751001.

13. **Termination of contract:-**

The contract may be terminated by either of the party with prior notice of 30 days.

The above-said engagement is purely on a temporary and contract basis. The selected candidates will be governed by the provision of the guidelines for the engagement of consultants in DoT as amended from time to time.

Encl.:- As stated above

  
28/10/2020  
ADET(Admn.)

O/o Sr. DDG, Odisha LSA, DoT  
1<sup>st</sup>& 2<sup>nd</sup> Floor, P & T building,  
Unit-III, Bhubaneswar -751001.

Copy to:

1. Director General, DoT HQ, New Delhi
2. DDG (Estt.) / Director (Estt.), DoT HQ, New Delhi
3. Director (IT), DoT HQ, New Delhi for publishing on DoT website under 'Vacancies'
4. GM(Pers.), BSNL Corporate Office, BSNL, Janpath, New Delhi
5. CGMT, Odisha Circle, BSNL, Bhubaneswar
6. Notice Board
7. Office Copy.

**APPLICATION FORMAT FOR THE POST OF CONSULTANT**

Recent  
Passport size  
photograph  
(Self attested)

1. Name :
2. Father's name :
3. Present Residential Address:
4. Aadhaar Number:
5. Date of Birth(DD/MM/YYYY):
6. E-mail address with telephone number:
7. Date of entry into Government Service:
8. Date of retirement:
9. Last Month Basis pay drawn(on superannuation):
10. Basic Pension Drawn as on **31.10.2020**:
11. Educational Qualification:

12. Brief particulars of service with nature of duties performed for 10 years before retirement

Sl.No	Name of Ministry/Dept.	Period (DD/MM/YYYY)		Post Held	Nature of work done
		From	To		

13. Brief particulars of service with nature of duties performed for after retirement till date

Sl.No	Name of Ministry/Dept.	Period (DD/MM/YYYY)		Post Held	Nature of work done
		From	To		

14. Knowledge of Computer

MS Word	
MS Excel	
Any other (Please specify)	

15. Additional information, if any, in support of your suitability for the post.

The candidate has to submit a detailed resume on his experience, works handled relative to Telecom sector activities, and other official functions (Not more than 2 pages)

The following documents must be attached with the application.

- 1) LPC of last month of service
- 2) Latest three months pension amount (Bank/Postal statement of Pension/ Saving account )

### DECLARATION

This is to certify that no disciplinary proceedings were pending against me on the date of application and the information given above is true to the best of my knowledge and belief. The supporting documents would be made available on demand; and that I unequivocally and unconditionally accept all the terms & conditions of Circular No. DoT/OD/Consultant/20-21/03  
Dated: 28 -10-2020

Yours faithfully

Date:

Signature:

Full Name:

Place: