



जवाहरलाल नेहरू विश्वविद्यालय  
JAWAHARLAL NEHRU UNIVERSITY  
नई दिल्ली / NEW DELHI-110 067

X/120/Const./2011/Admin I

18.06.2024

NOTIFICATION


Applications are invited in prescribed proforma from the person who have retired from the Central Government/State Government Departments/Autonomous Bodies/Educational Institutions/ Banks/PSUs etc. to engage as Consultant purely on Contract basis for a period of one year to be *specified in offer letter* or till regular appointment is made whichever is earlier, on a consolidated remuneration as under:-

Category	Nomenclature	Fixed remuneration
I	(a)Senior Consultant (Labour Laws) (b)Senior Consultant (Internal Audit)	Rs. 40,000/-
II	Senior Consultant (Supervisory)	Rs. 35,000/-
III	Consultant	Rs. 30,000/-

1. For Senior Consultants (Labour Laws), persons having retired from Level 8 or above post and possessing specialization in dealing with/handling labour issues in central autonomous bodies and preferably with a degree in law.
2. For Senior Consultant (Internal Audit), persons having retired from Level 8 or above post and possessing efficient knowledge of noting/drafting, computer, GFR, FRSR, Pay fixation, auditing of purchase, works, tendering process, pensionary benefits, legal and other financial & audit related matters etc.
3. For Senior Consultant (Supervisory), persons having retired from pay level 7 or above, and having worked in supervisory position, will come under category-II.
4. For Consultants, persons having retired from Level 6 and above and having experience in work of ministerial nature involving noting, drafting, filing etc. will come under category-III.

*Maximum Age Limit: 64 years, as on the last date for submission of application forms*

Interested candidates may send their application form (as per attached proforma) on e-mail consultants\_jnu@jnu.ac.in by enclosing all testimonials within 10 days from the date of publishing of this Notification. Applications send through any mode other than above email will not be considered.

  
Deputy Registrar  
Administration  
JNU

Copy to:

1. Director (CIS) - with a request to upload the Notification on JNU website
2. Notification file



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**APPLICATION PROFORMA**

Application for the post of \_\_\_\_\_

Application Form Number: \_\_\_\_\_  
(For office use)

1. Applicant's Name :
2. Father's Name :
3. Date of Birth :
4. Category (tick) : UR/OBC/SC/ST/PWDs
5. Nationality :
6. Permanent Address :

Affix recent passport  
size photograph here  
  
(self attested)

7. Correspondance Address :

8. Mobile Number :

9. Email Address :

10. Qualification: (Enclose the self-attested copies of all mark sheets, certificates etc.)

S.No.	Qualifications	Board/University	Year	Div./%age	Subjects
1.	10 <sup>th</sup> /S.S.C.				
2.	12 <sup>th</sup> /Sr. Secondary				
3.	Graduation ( )				
4.	Post Graduation ( )				
5.	Others ( )				

11. Details of Work Experiences:

S. No.	Name and Address of Organization	Post Held	Pay Level	Last Pay Drawn / Pension	Experience		Roles and Responsibility
					From	To	

*\*Applicants can enclosed additional sheets regarding his work profile*

Declaration:

I hereby declare that all the particulars stated in this application form are true to the best of my knowledge and belief. I have read and understood the University procedures. I shall abide by the terms and conditions thereon.

Date:

Place:

Signature of the Applicant

*Note: Applicants may be sent their applications form on e-mail consultants\_jnu@jnu.ac.in by enclosing all testimonials. Applications sent through any mode other than above e-mail will not be considered.*