

**F.No.14-25/2019/A&F/ICPR**  
**Indian Council of Philosophical Research**  
**Government of India, Ministry of Education**  
**Darshan Bhawan, 36 Tughlakabad Institutional Area**  
**(Near Batra Hospital) Mehrauli Badarpur Road**  
**New Delhi – 110062**

07<sup>th</sup> January, 2022**WALK-IN INTERVIEW**

**Sub: Inviting applications from retired Government servants for rendering their services as Consultant (Administrative Officer) in Indian Council of Philosophical Research.**

Indian Council of Philosophical Research invites applications from retired Government employees to render their services as Consultant (Administrative Officer) initially for a period of six months from the date of engagement which may be extended/curtailed as per the requirement of the Council. The details are given below:

1.	Name of the post	Consultant (Administrative Officer)
2.	Total number of posts	01
3.	Period of engagement	The period of engagement will be initially for a period of six months from the date of engagement which may be extended/ curtailed as per requirement/performance of the individual.
4.	Job Location	Indian Council of Philosophical Research, Darshan Bhawan, 36, Tughlakabad Institutional Area, (Near Batra Hospital), Mehrauli Badarpur Road, New Delhi – 110 062
5.	Eligibility Criteria	Must be retired Government Servant from Central /State Governments/Autonomous Bodies/Statutory Bodies/PSU/Research Organizations/ Universities Services at the level of Under Secretary and above.
6.	Age Eligibility	Candidates should not be more than 64 years on the date of Walk-in-Interview.
7.	Experience	Must have experience in dealing with Establishment/ General Administration/Accounts matters.
8.	Remuneration	As per existing rules of the Government of India for retired govt. employees.
9.	Leave	One and half day in each month to be availed during the validity of the contract.
10.	Working hours	Normal office timing from 9:30 am to 06:00 pm.. May also have to devote more time than usual to meet the exigencies of work.
11.	Term of engagement	The engagement is dependent on work performance.
12.	How to apply	The advance application in the prescribed format (complete in all respects) along with requisite documents i.e. copy of PPO, Last Pay Certificate, Bank details, Aadhar Card & PAN number to the following address: <b>Member- Secretary</b> <b>Indian Council of Philosophical Research, Darshan Bhawan, 36, Tughlakabad Institutional Area, (Near Batra Hospital), Mehrauli Badarpur Road New Delhi – 110 062,</b> <b>Email id: membersecretary@icpr.in</b>
13.	Last date for receipt of applications	17.01.2022 at 05:00 PM
14.	Date of walk-in interaction	20.01.2022 at 11:30 AM

  
(S:K. Kar)

Director (A&F) i/c



14. Details of Employment in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is not sufficient:

Office / Institution	Post held	From & To	Pay Scale/ Grade Pay	Nature of duties in details (attach separate sheet if required)

15. Additional details about present employment. Please state whether working under:

- (a) Central Government
- (b) State Government
- (c) Autonomous organization
- (d) Government undertaking
- (e) Universities
- (f) Private/ Public limited Company

I have carefully gone through the vacancy circular/advertisement. I hereby undertake that the information provided by me above are correct and in case of any information found false at a later date, I am bound for any disciplinary measure by ICPR.

(Signature of the Candidate)

Date:

Place:

**Note:** please superscribe on the cover/forwarding envelope "Name of the post applied for, whether applied on Direct recruitment or Deputation basis, complete Postal address, email address and Mobile clearly".