



**HEALTH DEPARTMENT  
HEALTH & FAMILY WELFARE DEPARTMENT, CHANDIGARH**

**PUBLIC NOTICE**

Applications are invited to engage one Sr. Assistant against the vacant post in Health Department, Chandigarh Administration amongst from retirees/pensioners retired from the Govt. of India/State Governments/Union Territory Administrations/Boards/ Corporations on contract basis for a period of six months or till the post is filled up on regular basis either by direct recruitment or by promotion as the case may be, whichever is earlier. Further the services will be extendable on six monthly basis, but in no case it shall exceed 65 years.

The extension beyond one year on every occasion shall be done with the prior approval of Finance Department, Chandigarh Administration. The eligibility criteria, age, pay and other terms and conditions etc. for the post are available on the Public Notice section of the Chandigarh Administration website as well as under Recruitment Section on the departmental website [www.nrhmchd.gov.in](http://www.nrhmchd.gov.in) or contact on 0172-2752016. The last date for the receipt of application on prescribed proforma is on or before 22<sup>nd</sup> July 2019 upto 4.00 pm

**-Sd-  
Director Health & Family Welfare,  
Chandigarh Administration**

**APPLICATION PROFORMA**  
**APPLICATION FOR THE POST OF**

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**Affix attested latest  
passport size  
photograph**

1. Name (in capital letters) :
2. Father's Name :
3. Date of Birth :
4. Age :
5. Residential Address :
6. Mobile No. and email Id. :
7. Educational Qualification :
8. Working Experience :
  
9. Name of Post held on retirement :
10. Name of Department retired from :
11. Place of Last Posting :

**Declaration:**

I, \_\_\_\_\_ S/o/D/o \_\_\_\_\_, do hereby certify that the above information is true and correct to the best of my knowledge and belief. Further, there is no criminal/Vigilance enquiry/proceedings pending or likely to be contemplated against me as on date.

Place :

Date:

(Signature of Applicant)



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**1. Eligibility Criteria:-**

- (i) The retiree/pensioner may apply for the post from which he/she retired or on equivalent post and not against a post higher than the one he/she held before retirement.
- (ii) The age of retiree/pensioner shall not exceed 65 years.

**2. Selection Criteria:-**

The selection will be made by the committee consisting of Home Secretary, Finance Secretary and Secretary Personnel. Senior most amongst the three officers shall Chair the Committee. The concerned Head of the Department will be the Member Convener of the Committee. The retiree/ pensioner who will be recommended by the committee shall be engaged with the approval of Competent Authority as in the case of regular appointment.

**3. Pay And Leave:-**

- (i) The remuneration of retiree/pensioner on his/her engagement will be fixed at the stage i.e. last basic pay drawn by him before retirement minus pension before commutation plus DA as applicable from time to time. No other allowance, whatsoever, shall be payable to him/her. However, he/she will continue to draw separately any pension sanctioned to him/her and shall retain any other form of retirement benefits.
- (ii) The retiree/ pensioner engaged on contract basis shall be entitled for 06 days casual leave during contract of six months and no leave of any other kind will be admissible. In case of availing leave beyond this limit, his/her salary shall be deducted on pro rata basis.

- (iii) The retiree/ pensioner engaged on contract basis shall observe office hours as per the norms of the department/ organization in which he/she shall be engaged. Further he/she shall devote his whole time to his duties during the period of contract and shall not accept any others appointment/engagement, paid or otherwise and shall not engage himself/ herself in private practice of any kind during the period of contract.
- (iv) Engaging of retiree/pensioner shall purely be contractual arrangement and he/she shall have not right against the post whatsoever and shall not be entitled to any other benefit except salary as mentioned above in **Para 3 (i)**.
- (v) The services of retiree/ pensioner shall be discontinued by giving one month's notice from either side at any time. However, the contract of engagement will be discontinued, the moment direct recruitee/promotee, as the case may be, joins the post without giving any notice in this regard.
- (vi) No vigilance/court case/disciplinary action should be pending against retiree/ pensioner to be engaged on contract basis.
- (vii) The pensioner/retiree to be engaged shall have to execute and agreement with the HOD of the concerned department, in the form of agreement at **Annexure A**.

Applicant (Retiree/Pensioner) must have to fill the enclosed application proforma and also enclosed proof of retirement with photocopy of pension book along with latest passport size photograph and send the application on or before 22<sup>nd</sup> July 2019 upto 4.00 pm at office of Director Health & Family Welfare, 3<sup>rd</sup> Floor, Administrative Block, Govt. Multi Speciality Hospital, Sector-16, Chandigarh. Incomplete application or application received after the due date will be rejected straight away.

-Sd-  
**Director Health & Family Welfare,  
Chandigarh Administration**

## **Annexure-A**

### **AGREEMENT**

ARTICLES OF AGREEMENT is made on this \_\_\_\_\_ day of \_\_\_\_\_ Two Thousand \_\_\_\_\_ BETWEEN \_\_\_\_\_ son of Sh. \_\_\_\_\_ at present residing at \_\_\_\_\_ (hereinafter referred to as party of the first part) and the "The Chandigarh Administration" (hereinafter referred to as "The Administration") of the second part.

WHEREAS it has been agreed between the parties that the party of the first part shall be engaged as \_\_\_\_\_ in the Department/Office of \_\_\_\_\_ with effect from \_\_\_\_\_ for a period of \_\_\_\_\_ year (s)/month (s) or until furthers orders on contract basis on the terms and conditions herein contained.

NOW THESE PRESENT WITNESSES AND THE PARTIES HERETO RESPECTIVELY AGREE AS FOLLOWS:-

1. The Chandigarh Administration has agreed to engage the party of the first part and the party of the first part has agreed to serve the Chandigarh Administration, as

\_\_\_\_\_ in the Department/Office of \_\_\_\_\_ with effect from \_\_\_\_\_ for a period of \_\_\_\_\_ year (s)/month(s) or until further orders on contract basis on the terms and conditions herein contained. The party of the first part shall submit himself to the orders of the Chandigarh Administration and of the officers and authorities under whom he may from time to time be placed by the Chandigarh Administration and shall remain in the service subject to the provisions herein contained.

2. The party of the first part shall observe office hours as per the norms of the department/ organization in which /pensioner shall be engaged. Further he/she shall devote his whole time to his duties during the period of contract and shall not accept any other appointment/engagement, paid or otherwise and shall not engage himself/herself in private practice of any kind during the period of contract.

3. The engagement of the party of the first part as \_\_\_\_\_ in the Department/ Office of \_\_\_\_\_ shall continue for a period of \_\_\_\_\_ year (s)/month(s) or until further orders of the Chandigarh Administration/ Department/ Office, subject to the provisions contained in the following clause.

The service of the party of the first part be discontinued by giving one month's notice in writing any time during the terms of the engagement under this Agreement either by the party of the first part to the Chandigarh Administration or by the Chandigarh Administration or its authorized officer to the party of the first part without assigning any reasons whatsoever. However, the contract of engagement will be discontinued, the moment direct recruitee/promotee joins the post without giving any notice in this regard.

4. The party of the first part shall be entitled to receive pay/remuneration by either of the following provisions:-

The remuneration of retiree/pensioner on his/her engagement will be fixed at the stage i.e. last basic pay drawn by him before retirement minus pension before commutation plus DA as applicable from time to time. No other allowance, whatsoever, shall be payable to him/her. However, he/she will continue to draw separately any pension sanctioned to him/her and shall retain any other form of retirement benefits.

5. The aforesaid salary shall be paid to the party of the first part for such time as he shall serve under this Agreement and actually perform his/her duties commencing from the aforesaid date and ceasing on the date of his quitting service or on the date of his discharge therefrom or on the expiration of his term of service under this Agreement or on the day of his death, if he shall die whilst in service. He shall not be entitled to any allowances, financial benefits or concessions as admissible to regular Government employees.

6. Now withstanding anything hereinbefore, if the party of the first part is required to travel in the interest of the public service, he shall be entitled to travelling allowance on the scale provided in the Punjab Civil Services Rules Volume II(Travelling Allowance Rules), as amended from time to time (which are also applicable to the employees of the Union Territory of Chandigarh) and applicable in the case of corresponding permanent employees of the lowest grade.

7. The party of the first part shall be entitled, subject to the exigencies of public service, to casual leave of six days in six months.

8. The engagement of the party of the first part is purely contractual in nature and does not confer upon him/her any right for regularization or permanent absorption in Government service. He/She shall not be entitled to any benefit like leave encashment, Provident Fund, Pension, Gratuity, Medical Allowance, Seniority, Promotion etc. or any other benefits available to the Government employees appointed on regular basis.

9. In respect of any matter relating to the conduct, discipline and other conditions of service and in respect of which no provision has been made in this Agreement, the provisions of the Government Employees (Conduct) Rules, 1966 and the Punjab Civil Services (Punishment and Appeal Rules), 1970, or any other rules made or deemed to be made under article 309 of the Constitution of India, as applicable to the employees of UT Chandigarh shall apply to the party of the first part of the extent to which they are applicable to the service hereby provided for and the decision of the Government as to their applicability shall be final.

10. If any declaration given or information furnished by the party of the first part proves to be false or if he/she is found to have willfully suppressed any material information, his/her engagement contract shall be discontinued without any notice and will also be liable for any such other action as the Chandigarh Administration may deem necessary.

11. The stamp duty payable on this Agreement shall be borne by the Chandigarh Administration.

IN WITNESS WHEREOF, the parties hereto have hereunto set and subscribe their respective hands and seal, the day and year herein above written.

Executed by Shri \_\_\_\_\_  
at \_\_\_\_\_  
Name \_\_\_\_\_  
Designation \_\_\_\_\_  
Address \_\_\_\_\_

**WITNESSES:**

1. \_\_\_\_\_
2. \_\_\_\_\_

Executed for and on behalf of the Administrator,  
UT, Chandigarh \_\_\_\_\_  
at \_\_\_\_\_  
Name \_\_\_\_\_  
Designation \_\_\_\_\_  
Address \_\_\_\_\_

**WITNESSES:**

1. \_\_\_\_\_
2. \_\_\_\_\_