

**Rani Lakshmi Bai Central Agricultural University, Jhansi**

Camp office: Room No 212, KAB II, Pusa,  
New Delhi — 110001

Advt. No. : RLBCAU/01/2017

Dated: 8<sup>th</sup> June, 2017

**CIRCULAR**

**Subject: - Engagement of a Consultant (Finance) on contract basis- regarding.**

Applications are invited for engagement of one **Consultant (Finance)** on contract basis for Rani Lakshmi Bai Central Agricultural University for a period of 12 months as per following eligibility criterion for attending to various specific and time bound jobs as described below:

Sl	Field	Number of slots	Essential Requirement	Outline of tasks to be assigned
1.	Finance	one	Retired official ICAR/ Agricultural Universities/State Central government at least of the level of SF&AO/F&AO.	Full support and assistance to the University for financial services, office support in order to ensure a high efficiency and effectiveness of office administration and financial management, besides any other related specific duty(ies) assigned from time to time.

2. Other eligibility criteria applicable to all the consultants are as follows:
  - I. He/She should not have any disciplinary issue in their previous organization
  - II. He/She should have good communication skills in English as well as Hindi.
  - III. He/She should be able to handle work independently including opening of files, collection of materials/information etc.
  - IV. He/She should have good knowledge of General Financial Rules & relevant rules and regulations.
3. The consultant will be paid a maximum consolidated fee fixed as per Government of India rules and required to work at Jhansi. However, the engagement as Consultant shall not be considered as a case of re-employment.
4. The engagement of Consultant would be on Full time basis and they would not be permitted to take up any other assignment during the period of consultancy.
5. The Contract can be terminated any time at the discretion of Vice-chancellor, if the performance of the engaged personnel is not found satisfactory.

Interested candidates, who fulfill the eligibility criteria and have a good knowledge and experience may submit their application in the enclosed proforma in sealed cover super-scribed "Selection for a Consultant (Finance) for RLBCAU on contract basis" which should reach the University camp office by **5<sup>th</sup> July, 2017** at the following address:-Registrar, Rani Lakshmi Bai Central Agricultural University, Camp office: Room No.212, KAB II, Pusa, New Delhi-110012 by Speed/Registered post. Applicants may send soft copy of the application by email: [registrar.rlbcau@gmail.com](mailto:registrar.rlbcau@gmail.com)

  
**Registrar**  
[registrar.rlbcau@gmail.com](mailto:registrar.rlbcau@gmail.com)

**Rani Lakshmi Bai Central Agricultural University, Jhansi**

**PROFORMA**

**Application for engagement of Consultant**

1.	Name in full (Block letter)	
2.	Complete residential address with Pin Code No.	
3.	Phone No./Mobile No.	
4.	E-mail I.D.	
5.	Educational qualification	
6.	Date of superannuation from Govt. service	
7.	Designation and Office address at the time of retirement	
8.	PPO & LPC No.	
9.	Brief particulars of experience in ICAR/AUs/Govt. service	
10.	Additional relevant information, if any, in support of your suitability for the said engagement, attach a separate sheet, if necessary.	

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I further declare that I was clear from vigilance angle at the time of my retirement. I have read this document and ready to accept all the term & conditions for engagement of Consultants.

(Signature of Candidate)

Place:

Date:

Note: Enclosed copy of PPO/LPC