



DELHI JAL BOARD: GOVT. OF NCT OF DELHI  
**OFFICE OF THE DEPUTY DIRECTOR (D)**  
VARUNALAYA PHASE-II: KAROL BAGH  
NEW DELHI-110005



No. DJB/DD(D)/Consultant/2026/621

Dated: 06/03/2026

**Subject:- Engagement of retired Govt. employees as Consultant (Ministerial) on contract basis in Delhi Jal Board against the sanctioned vacant posts of Jr. Assistant and Steno cadre.**

Please find enclosed herewith a copy of notification for uploading on Delhi Jal Board website immediately. You are requested to get the matter upload on DJB website.

**Encl: As above.**

*Suvarna*  
06/03/2026

(SUVARNA TUSHABA SHINDE OGALE)  
DEPUTY DIRECTOR (D)

~~DD(IT)~~

*Part-I*

*Wish*  
6/3/26

Dy. Director (IT)  
Delhi Jal Board, GNCTD

Dy. No. ...458... dt. 6/3/26



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No. DJB/DD(D)/Consultant/2026/621

Dated: 06.03.2026

### **NOTIFICATION**

Applications are invited from the eligible retired Govt. employees (Sr. Assistants & ASOs) of Central/State Govt. or autonomous or statutory organizations/DJB for engagement as Consultant (Ministerial) on contract basis in Delhi Jal Board against the sanctioned vacant posts of Junior Assistant and Steno cadre initially for a period of 06 (six) months or till the post is filled in on regular basis through DSSSB or till further orders, whichever is earlier.

1.	Name of the post	Consultant (Ministerial) on contract basis
2.	No. of post	20 Nos.
3.	Age Limit	Maximum up to 65 years.
4.	Remuneration	In accordance to GNCTD {Finance (Accounts) Department} O.M. dated 04.12.2015
5.	Experience required	The applicant must possess experience in Administration/ Establishment/ Revenue/ Finance.

The contractual engagement as Consultant shall be subject to the following terms & conditions:

#### **1. Period of Engagement:**

- The contractual engagement shall initially be for a period of six (06) months, the period of engagement on a contract basis may be extended (after a break of two days) or curtailed at the discretion of the Competent Authority which may be further extended depending upon the requirement of the Department.
- The contractual engagement of the Consultant is purely temporary in nature and shall not confer any right to claim regular appointment in the Delhi Jal Board or continuation of the contractual engagement. The contractual engagement may be terminated by the Department at any time without assigning any reason or notice. The engagement as Consultant shall not be treated as a case of re-employment.
- The contractual engagement shall be on a full-time basis and the Consultant shall not be permitted to take up any other assignment during the period of consultancy.

#### **2. Remuneration:**

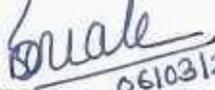
- In accordance to GNCTD {Finance (Accounts) Department} O.M. dated 04.12.2015.

- The Consultant shall not be entitled to any allowances such as HRA, reimbursement of call charges of residential telephone/mobile, transport facility, Government vehicle, residential accommodation, personal staff, etc.
  - No TA/DA shall be admissible for joining the assignment or on its completion. The Consultant shall not be allowed foreign travel at Government expense. However, he/she may be allowed TA/DA for travel within the country in connection with official work, if any, as per his/her entitlement as on the date of retirement. No Government vehicle shall be provided to the Consultant.
3. The Consultant shall be eligible for 08 days leave in a calendar year on a pro-rata basis. Therefore, the Consultant shall not draw any remuneration in case of absence beyond 08 days in a year (calculated on a pro-rata basis). Un-availed leave in a calendar year shall not be carried forward to the next calendar year.
  4. The engagement on a contract basis shall be for a fixed period and shall automatically come to an end after the expiry of the stipulated period of contractual engagement.
  5. No other allowances or facilities available to regular employees shall be payable to a person engaged on a contract basis unless specifically approved.
  6. The Department shall not bear any liability or responsibility during the period the candidate remains on contractual engagement with DJB, except for payment of the remuneration fixed by the Department per month for the services rendered.
  7. If the contractual employee remains absent from duty for more than 30 days continuously without any valid reason, his/her contractual engagement shall automatically stand discontinued.
  8. The candidate shall have to give one month's notice or deposit an amount equal to one month's emoluments if he/she wishes to terminate the contract.
  9. The Department shall monitor his/her performance and continuation shall depend upon satisfactory performance. The decision of the Administration of DJB shall be final in this regard. The engagement on a contract basis may be terminated at any time without notice if his/her performance or conduct is found unsatisfactory.
  10. In case the candidate is already employed, he/she should submit a No Objection Certificate (NOC) from the parent department.
  11. Canvassing in any form shall render the candidate disqualified from the post.
  12. The candidate should not have been convicted by any Court of Law.
  13. If any declaration/information furnished by the candidate is found to be false, or if any material fact is wilfully suppressed, the contractual engagement shall be terminated forthwith.
  14. All disputes shall fall under the legal jurisdiction of Delhi only.
  15. DJB shall not hold any responsibility for any incident/accident occurring during the period of contractual engagement.
  16. The candidate should submit Vigilance Clearance from his/her parent department.

Interested and eligible candidates may apply in the prescribed proforma (Annexure-I) along with self-attested copies of relevant documents viz. Last Pay Certificate, Relieving Order on superannuation, Vigilance Clearance, etc.

The application in the prescribed format should reach the office of the Deputy Director (D), Room No. 211, Varunalaya Phase-II, Karol Bagh, New Delhi-110005, or be sent via email at ac.ddjb@gmail.com, on or before 25.03.2026 up to 04:00 PM.

The envelope should be clearly superscribed in bold letters with the name of the post applied for.

  
06/03/2026  
**(SUVARNA TUSHABA SHINDE OGALE)**  
**DEPUTY DIRECTOR (D)**

**ANNEXURE-1**

**Application for engagement as Consultant (Ministerial) on contract in Delhi Jal Board**

Affix your  
passport size  
photo

1.	Name of candidate  Holding the post at the time of retirement	
2.	Father's/ Husband's Name	
3.	Date of Birth (DD.MM.YYYY) Age (as on closing date)	
4.	Address Mobile no. E-mail ID	
5.	(i) Date of entry into service	
	(ii) Date of retirement under Central/State Govt. /PSU/Semi-Govt. or autonomous or statutory organization/DJB	
6.	Educational /Technical qualifications	
7.	Pay Band/ Pay Matrix and Grade Pay/Pay Scale/ Level of the post hold at the time of retirement	
8.	Last pay drawn (copy of PPO should be enclosed)	

9. Details of experience, in chronological order (Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient):

Office/ Institution	Post held on regular basis	From	To	*Pay Band/ Pay Matrix and Grade Pay/Pay Scale/ Level of the post held on regular basis	Nature of duties (in detail) highlighting experience required for the post applied for
10.	Additional Information/Achievements, if any, relevant to the post you applied for in support of your suitability for the post. (Note: Enclose a separate sheet, if the space is insufficient)				

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Bio-Data duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld. I also declare that I was clear from vigilance angle at the time of my retirement. No disciplinary or judiciary action is pending against me as on date.

Date: -

(Signature of the Candidate)

Name: \_\_\_\_\_

Residential Address: \_\_\_\_\_  
\_\_\_\_\_

Contact No.: \_\_\_\_\_

Email Id: \_\_\_\_\_

Concerned Office  
Contact No. \_\_\_\_\_

Concerned Office  
Email Id: \_\_\_\_\_