



NO: CWC/HYD/I-Consultant /Admn./21-22

Date: 08.07.2021.

**NOTICE**

Applications are invited from retired/superannuated officials of Central/State Govt & PSUs, to work as consultant on contractual basis in Central Warehousing Corporation, a Schedule-A, Miniratna Category I PSU under the aegis of Ministry of Consumer Affairs, Food and Public Distribution, on a consolidated monthly remuneration. Details of vacancies are as below:

Vacancy	Job Requirement	Required Level (as per IDA pay scales or Level as per 7th CPC pay scales) and consolidated monthly remuneration	Mode of selection
01 Consultant for Accounts Section at RO, Hyderabad.	Experience in a) Working with help of e-tools like e-Office, Tally, BTS. b) GST, Taxes and statutory compliance. c) Processing of third-party payments. d) Processing of Handling & Transportation, Storage Bills. e) Preparation of balance sheets for annual closing of accounts. f) Liaisoning with Audit teams and making suitable reply of observations. g) Working knowledge of GFR and other related procurement manuals.	Retired from the scale of E-2 & Equivalent: ₹ 50,000/-	Interview/ Personal Interaction

The contract may be extended at the discretion of the Corporation as per requirement, if the services of the Consultant are found useful and satisfactory. The Extension will be as per requirement and up to the age of 65 years. The Consultant would be entitled for TA/DA and lodging charges equivalent to the working CWC officials of equivalent Grade while on tour, restricted to entitlement of the officer of CWC of E8 Grade. The detailed terms/conditions of engagement of Consultant are enclosed as **Annexure-I**.

**How to Apply**

- Interested and eligible superannuated officials of Central/State Govt & PSUs may apply giving full particulars in the prescribed format (copy enclosed).
- Scanned application in the prescribed format filled-up in BLOCK CAPITAL LETTERS in English, with duly signed and affixed photograph should be sent by email to Email id: [rmhyd@cewacor.nic.in](mailto:rmhyd@cewacor.nic.in) so as to reach latest by **5.00 PM on 23.07.2021** with the necessary attachments

Or

Applications in prescribed form (copy enclosed) addressed to Regional Manager, Central Warehousing Corporation, Regional Office, Warehousing Sadan, Behind Gandhi Bhavan, Nampally, Hyderabad-500001 are to be sent by Post /Courier/By Hand and should reach the Receipt Section of CWC, Regional



केन्द्रीय भण्डारण निगम  
(भारत सरकार का उपक्रम)  
**CENTRAL WAREHOUSING CORPORATION**  
(A GOVT. OF INDIA UNDERTAKING)



जन जन के लिए भण्डारण - WAREHOUSING FOR EVERY ONE

Office by **5:00 PM on 23.07.2021**. The envelope containing the application should be super scribed as “**Application for engagement of Consultants**”.

- (iii) Candidates shall enclose the legible copies of following as attachment to the email/application in physical form:
- SSC/Xth certificate as proof of Date of Birth
  - Self-Attested copies of Educational Qualification Certificate (Provisional/ Original)
  - Self-Attested copies of Experience/ Service Certificate
  - Superannuation/Relieving Certificate from the employer
  - Last drawn Pay Certificate

All correspondence with the candidates shall be done through e-mail / announcement on the Website only. Information regarding Personal Interview call letters shall be provided through e-mail / to be downloaded from website. For this purpose, candidates are advised to visit our website [www.cewacor.nic.in](http://www.cewacor.nic.in) regularly for **further instructions**. CWC shall not be responsible for any loss of e-mail sent, due to invalid / wrong email ID provided by the candidate or due to other reasons

**Note:**

1. Those candidates, who fulfil the eligibility criteria, will only be considered for Personal Interview.
2. NO TA/DA shall be paid for attending Personal Interaction/ Interview.
3. CWC reserves the right to cancel this notice without assigning any reasons thereof.
4. Submission of the application and getting Shortlisted for the interview doesn't guarantee the job.

**Encl:** As above

(Ajay Zadoo)  
Regional Manager

**Copy to:**

- All RMs, CWC, ROs - for displaying on notice board for wide publicity.
- SAM (MIS), CWC, CO, New Delhi for arranging to upload on CWC website.



**APPLICATION FORM**

**Application by the retired officials for the post of Consultant in CWC**

To,

Regional Manager  
Central Warehousing Corporation,  
Regional Office,  
Hyderabad

1. With reference to Advertisement No. **CWC/HYD/I-Consultant / Admn./2021-22 Date: 8.07.2021** published on CWC's website. I submit my application for engagement as Consultant at CWC, Regional Office, Hyderabad.

(a) Name:

(b) Father's/Husband Name:

(c) Male/Female:

(d) Age with date of birth:

(e) Address:

Present:

Permanent:

Contact Details:

(Ph/Mob Nos)

E-Mail:

2. Educational Qualification (**attach self-attested photocopies of relevant educational certificates**. An additional sheet may be attached, if necessary):

3. Experience (chronological details of last 5 posts held, commencing the last posting prior retirement/superannuation, duly highlighting specific experience and salient achievements in the domains as indicated in 'Job Requirement' segment of the advertisement) (**attach self-attested photocopies of relevant certificates, if any. An additional sheet may be attached, if necessary**):

Sl No.	Post Held	Org	Pay scale (IDA equivalent)	From	To	Nature of duties performed (specific to the job requirement)	Major Achievements (specific to the job requirement)

4. Name/Address of two references with their Contact details:



5. Any other information (justifying the suitability for the role offered or the value proposition which the candidate brings along for the organization in concerned domain):

(Signature of the applicant)

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief and I understand that in the event of any information being found false or incorrect at any stage or not satisfying the terms and conditions/criteria mentioned in the advertisement/website, my candidature/engagement for the said post is liable to be cancelled/terminated at any stage. I will not claim any employment in CWC based on this engagement and will not raise any litigation during the currency of engagement.

I also declare that no vigilance case was pending against me at the time of superannuation.

I further undertake to abide by all the terms and conditions mentioned in the advertisement for this role.

Place:

Date:

(Signature of applicant)

**Annexure-I**



**TERMS & CONDITIONS FOR ENGAGING RETIRED EMPLOYEES/ OUTSIDE EXPERTS AS  
CONSULTANT/ADVISOR ON CONTRACTUAL BASIS**

1. The Consultant/Advisor will be engaged initially for one (01) year and the tenure could be extended on yearly basis as per the need of the concerned Department till attaining the age of 65 years.
2. There should be no vigilance case pending against the applicant at the time of retirement in case of ex-employee of CWC. For outside experts, a self-declaration to this effect would be required. The Corporation may verify details from last organisation of the consultant/advisor and in case it is found to be not true, his/her services will be terminated without assigning any reason.
3. The Consultant/Advisor shall have to sign a Non-Disclosure and Confidentiality Agreement with the Corporation on appropriate value of Stamp Paper which is in consonance with prevalent guidelines of the corporation.
4. The Consultant/Advisor would be required to work on all working days from 9.30 AM to 6.00 PM at Corporate Office and 10.00 AM to 5.00 AM at Regional Offices and at Warehouses as per timings notified by RM/CO.
5. Consultant would be paid TA/DA and lodging charges as per eligibility of last post held at the time of retirement and in the case from other PSU/Govt., of the equivalent post in CWC, while on official tour, subject to maximum of E-8 level.
6. The Consultant/Advisor would not communicate any of the information to any outside agency related to the matter, whatsoever, comes to his knowledge during the period of their consultancy.
7. The Consultant/Advisor would not sign any document/affidavit etc. given to outside agencies on behalf of the Corporation.
8. The Consultant/Advisor will get no other benefit whatsoever except the consolidated remuneration being offered to him/her.
9. The TDS would be deducted as per applicable rules/laws on the consultancy charges.
10. The Consultant/Advisor would maintain absolute integrity/devotion and discipline during the period of their consultancy with the corporation.
11. The deduction of amount from monthly remuneration will be made on pro-rata basis if the consultant/advisor remains absent from place of deployment except two holidays per month allowed to them at the discretion of the Controlling Officer.
12. The Consultant/Advisor shall have to attend at the work place/on holidays/late hours as may be required by Controlling officer for which no extra remuneration will be paid.
13. The period of consultancy can be terminated anytime by the Corporation without any notice and assigning any reasons thereof.
14. The Consultant/Advisor working with CWC will not be permitted to take up any assignment with other organisation/Company (Govt. or private) during the currency of their consultancy in CWC.
15. The Consultant/Advisor engaged by the Corporation will have no employee/employer relationship with CWC. Hence, they will not be eligible/ entitled for any such benefits available to the employees of CWC.