



**NATIONAL INSTITUTE FOR EMPOWERMENT OF PERSONS WITH
MULTIPLE DISABILITIES (Divyangjan)**
(Dept. of Empowerment of Persons with Disabilities (Divyangjan),
Ministry of Social Justice & Empowerment, Govt. of India)
Muttukadu, East Coast Road, Kovalam (P.O), Chennai - 603 112
Tamil Nadu - India. Phone: 044 - 27472046, 27472104, 27472113, 27472423
~ Accredited by NAAC ~ ~ ISO 9001:2015~



VACANCY NOTIFICATION: CONSULTANT No. 15/2021

Date: 04.01.2022

The Director, NIEPMD, Chennai invites applicants for a walk-in interview/selection process to engage Staff Members on contract.

Venue: NIEPMD, East Coast Road, Muttukadu, Chennai - 603 112.

Date: 09.02.2022

Time: 11.00 AM (Library 2nd floor, NIEPMD)

Sl. No.	Name of the Position	No. of Vacancy	Qualification	Remuneration (Session basis)
1.	Sr. Consultant (On contract)	01 (89 days) (Age limit - not more than 50 years)	Essential: 1. BE/B.Tech in Civil Engineering from Govt. recognized University /College. 2. Atleast five years experience in Management, Maintenance, repairs of Estate, Sanitation and Horticulture in Govt. Organisations/PSUs/Reputed private Organisations. 3. Working knowledge in computer applications, preparation of Estimates, Designing and Drawing of Estate related proposals. Desirable: 1. Working experience in handling of Govt. projects (Central/State). 2. Experience in Administration /Accounts/Purchase materials etc.,	Rs. 500/- per session. Maximum of 4 sessions per day. (Approx. Rs.40,000/- per month).
2.	Hindi Consultant (On contract)	01 (89 days) (Age limit - not more than 50 years)	Essential: 1. Graduation in any stream 2. Hindi and English should be opted main subject till 10+2 level 3. Typing speed in computer layout in Hindi 30 wpm 4. Typing speed in computer layout in English 40 wpm	Rs.375/- per session. Maximum of 4 sessions per day. (Approx. Rs.30,000/- per month)

			<p>5. Minimum 01-year experience in any Govt./PSU/Autonomous/reputed private sector</p> <p>6. Knowledge of translation in English to Hindi and vice versa</p> <p>7. Working knowledge in computer and software</p> <p>8. Typing accuracy level approximate 80% and above</p> <p>Desirable:</p> <p>1. Hindi and English main subject in graduation and post-graduation in any one of the subjects</p> <p>2. Two years or above working experience as Hindi translator/consultant in Govt./PSU/Autonomous/reputed private sector</p> <p>3. Typing speed in computer layout 40 wpm in Hindi and 45 wpm in English</p>	
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Note:

- This engagement will be purely temporary and only for a period of 89 days and the engagement will cease after the 89th day without any notice. Renewal of engagement for further 89 days is subject to project need and performance.
- The incumbent will be paid consolidated honorarium only. No other allowances such as DA/ HRA/ MA/ GPF/ NPS and other allowance will be admissible.
- The incumbent will have **NO RIGHT** to claim for any regularization or extension/renewal of engagement in any circumstances.
- Candidate to bring filled in application in the prescribed format (Attached).
- Candidates to report with all testimonials/certificates in original and one set of self-attested true copies. Two passport size photographs. Aadhar or any valid ID proof.
- The Candidates are requested to report before 11.00 A.M on **09.02.2022**.

Sd/-
DIRECTOR
NIEPMD

16. Why you think you are suitable for the post you have applied for (Details within one page):

17. Reference of three persons with whom you have interaction during your work or study period)

S.No	Names, Designation and Address with Phone No & Mail ID
1	
2	
3.	

18. Any other relevant information the applicant want to mention, if any (attach additional sheets if necessary):

DECLARATION OF THE APPLICANT

I hereby declare that the information given above is correct to the best of my knowledge and belief and I fully understand that if it is found at a later date that any information given in the application is incorrect / false or if I do not satisfy the eligibility criteria, my candidature / appointment is liable to be cancelled / terminated.

Place :

Date :
D D M M Y Y Y Y

Signature of the Applicant