



Central Bureau of Investigation

(System Division)

5-B, 6th floor, B-Wing, CGO Complex, Lodhi Road, New Delhi-3

Advertisement for engagement of Consultants on contract basis.

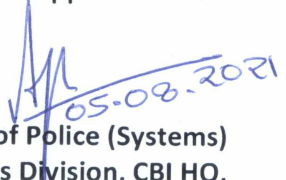
Advertisement No : 397/IT-Consultant/CBI/SD/2013/ 108 Dated : 05.08.2021

CBI invites applications from individuals for engagement as full time Consultant on contract basis at CBI Headquarters. The relevant details and eligibility criteria are given below:

Sl. No.	Position (Current Vacancy)	Essential Qualifications with experience	Age Limit	Monthly consolidated Remuneration (in Rs.)
1	Consultant (02 nos.) (Place of posting - CBI HQ, New Delhi)	Graduate in any stream from recognized College / Institute with 2 years experience in one of the following fields : • Video Conferencing Equipments OR • Computer Hardware OR • Computer Networking	40 years as on 31-07-2021	Rs. 40,000/-per month

Last date of the application: 20-08-2021

- The Application Form of this advertisement is enclosed as **Appendix- 'A'**.
- The detailed Terms & Conditions of this advertisement are enclosed as **Appendix- 'B'**.


05.08.2021
Supdt. of Police (Systems)
Systems Division, CBI HQ,
New Delhi

APPENDIX-A
PROFORMA OF APPLICATION FOR CONSULTANT IN CBI

Sl. No.	Advertisement No.				
1	Name in Full: (in Block letters)				
2	Date of Birth (DD-MM-YYYY)				
3	Age (As on 31.07.2021)				
4	Gender:				
5	E-mail:				
6	Contact No.:	Mobile No.			
7	Marital Status	Y/N		Date of Marriage	
8	Caste Category (Gen/ST/ST/OBC/Others)				
9	Address for correspondence:				
10	Name of the organization last served with address				
11	Educational Qualification (10 th)	Board		Percentage Obtained	
12	Educational Qualification (12th)	Board		Percentage Obtained	
13	Educational Qualification (Graduation)	Board/University		Percentage Obtained	
14	Educational Qualification (Others)	Board/University/Institute		Percentage Obtained	
15	Experience				
	Name & Address of the Employer	Post held	From	To	Subject Handled (in brief)

16	Reference-1	Name:	
		Address	
		Email ID	
		MobileNo.	
17	Reference-2	Name:	
		Address	
		Email ID	
		MobileNo.	

Declaration

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false OR incorrect/incomplete or ineligibility being detected at any time before or after selection, my candidature is liable to be rejected and I shall be bound by the decision of the Organization. I have read this advertisement and ready to accept all the terms and conditions for the engagement of Consultant in CBI.

(Signature of the Applicant)

Date: - _____

**** Scanned Documents to be included along with the Application form**

- i) Resume of candidate
- ii) Passport Size Photograph of candidate
- iii) Marksheet of Class Xth, XIIth
- iv) Proof of Date of birth
- v) Qualification Degree/Certificate as per requirement for the post applied
- vi) Self-attested experience certificates (including the Experience letter from the current place of working)
- vii) Govt. issued Photo Id Card (e.g. Aadhar/ PAN/ Passport/ Voter ID etc.)

**Central Bureau of Investigation,
System Division, 6th Floor, B-Wing,
Plot -5B, CGO Complex, Lodhi Road,
New Delhi-110003**

Hiring of 2 no. of full-time Consultants at CBI, Headquarters, New Delhi

1. Eligibility Criteria:

a. **Essential Qualification:** Graduate in any stream from recognized College/Institute

b. **Total Experience (Post Qualification) :**

Two years experience in one of the following fields:

- Video Conferencing Equipments

OR

- Computer Hardware

OR

- Computer Networking

2. **Age-limit** : 40 years

3. **Place of posting** : CBI Headquarters, New Delhi

4. **Remuneration:** Upto Rs.40,000/- per month

5. **Contract Period:** Initially for a period of one year. Extendable based on the requirement.

6. **Nature of duties:** The consultant is expected to organize & manage the Video Conferences held at CBI Headquarters. In addition, he/she should attend miscellaneous issues related to Hardware/networking equipments faced while organizing the video conferences.

Terms & Conditions:

1. Applicants are required to go through the Eligibility criteria carefully and ascertain themselves regarding their eligibility.
2. Scanned copy of the duly filled and signed application form with the relevant documents should be e-mailed to ssa@cbi.gov.in on or before 20-Aug-2021 with subject "APPLICATION FOR THE POST OF CONSULTANT-2021"
3. Name of the Applicant in application form must be same as mentioned in the certificate of Class X.
4. In case the candidate has changed his name subsequent to class X, the evidence to that effect should be furnished at the time of interview.
5. Cut-off date for calculating age and experience shall be 31-07-2021.
6. List of candidates short-listed for the interview shall be uploaded on CBI website. Intimation to the shortlisted candidates shall also be given through e-mail/SMS.
7. Interview to the advertised positions shall be held in Online or Offline mode.
8. Candidates are required to download the Cisco WebEx app and shall be ready to attend the interview as per the time slot given.
9. Applicants shall ensure availability of Desktop PC/Laptop with Camera & speakers; network connectivity with proper bandwidth, app such as CISCO WebEx is downloaded and operational on their Desktop PC/laptops at the time of interview. CBI shall not be responsible for any disconnection during the interview or the candidate unable to join the Interview; such candidates shall summarily be rejected.
10. Date and time for document verification will be informed through email in due course of time. Any change in uploaded documents and physical documents shall lead to cancellation of candidature.
11. Applicants with last semester result awaited or incomplete degrees are not eligible to apply.
12. Canvassing/trying to influence CBI employees to secure the job in any manner shall disqualify the candidate.
13. CBI has the right to accept or reject the application without assigning any reason thereof.
14. A few deserving shortlisted candidates may also be kept in panel for future requirement. It does not entitle the empanelled candidate to claim as right to employment.
15. Candidates may be called as per requirement of CBI. The posts may increase or decrease depending on the requirement.
16. Applicants are advised to visit the website of CBI <https://cbi.gov.in> for any updates. No common communication shall be made in any other form separately.

Additional Terms and Conditions for Engagement as Consultant

1. The engagement shall be on contract basis initially for a period one year which may be extended further at the discretion of CBI subject to satisfactory performance and also subject to the requirement of the organization. The engagement can be terminated at any time without assigning any reason.
2. He/She shall be paid a consolidated remuneration (inclusive of all) per month as prescribed subject to TDS at applicable rates. He/She shall devote whole of his/her time for the organization and he/she shall not accept any other professional appointment, paid or otherwise during the period of contract.
3. He/She shall perform the duties assigned by the concerned officer In-charge or his/her nominee from time to time. He/She shall maintain absolute secrecy of all the facts and documents which come to his/her knowledge during the period of his/her engagement in the discharge of duties assigned to him/her at all times.
4. He/She will be entitled for 08 Casual Leave and 02 Restricted Holiday in a year. No other leave of any kind shall be admissible to him/her.
5. In case he/she remains absent from duty, a proportionate deduction from the consolidated remuneration will be made. Further the engagement can also be terminated in case of regular absence.
6. In addition to the normal working days, if he/she is required to attend the office on Saturday/Sunday and other holidays in exigencies of work, he/she shall not be paid any additional remuneration.
7. He/She shall not be entitled to the benefits like Provident Fund, Pension, Gratuity, Transport Allowance etc. or any other benefits.
8. He/She shall not have any claim on the basis of this engagement as a Consultant.
9. He/She shall be required to maintain decorum and office discipline as expected from a responsible officer.
10. If any declaration or information furnished by him/her proves to be false or if he/she is found to have willfully suppressed any material information, he/she will be liable to termination of the contract.
