



# MAHATMA GANDHI CENTRAL UNIVERSITY

[A Central University established by an Act of Parliament]

Dr Ambedkar Administrative Building, Near OP Thana, Motihari – 845 401, District – East Champaran, Bihar

Email - [osdadmin@mgcub.ac.in](mailto:osdadmin@mgcub.ac.in)

Employment Notice No.: 002/NT/C/2024

Dated: 20.09.2024

## **ADVERTISEMENT FOR ENGAGEMENT OF CONSULTANT (CIVIL ENGINEERING)**

The Mahatma Gandhi Central University is a new Central University established by an Act of Parliament which became functional w.e.f. 3<sup>rd</sup> February 2016. The headquarter of the University is located at Motihari, District – East Champaran, Bihar (INDIA).

Applications are invited from eligible candidates for the position of a Consultant (Civil Engineering) purely on contract basis. The term of appointment is initially for a period one year. Further extension may be given on the basis of satisfactory performance. However, the maximum period of engagement will be of three years from the date of appointment OR up to attaining the age of **65** years, whichever is earlier. The services can be discontinued/terminated without assigning any reason thereof at any point of time. The educational qualification, experience, other eligibility conditions and remuneration etc. for the post are given below:

### **1. Essential Qualification**

- (i) BTech/MTech in Civil Engineering
- (ii) Retired employees of Departments/Ministries/Autonomous bodies under Central or State Government having in-depth exposure in the field of Civil Engineering.
- (iii) She/He has worked for at least five years in **Pay Level 11 or above** in Government Organizations/Central or State Autonomous Bodies.
- (iv) Well versed with relevant rules/regulations and wide knowledge of Engineering Field.

### **2. Contract Period**

The candidate selected will be engaged purely on contractual basis initially for a period of one year. Further extension on year-to-year basis will be considered based on work performance and the need for the specific position. The maximum period of engagement will be of three years from the date of appointment OR up to attaining the age of 65 years, whichever is earlier.

**Note:** The appointment of the contractual position may be discontinued/ terminated by the University at any time without giving any reason.

### **3. Age Limit**

Candidate should not have attained the age of 64 years of age on the last date of receipt of application.

### **4. Remuneration & Terms of Payment**

A fixed monthly amount shall be admissible arrived at by deducting the basic pension from the last pay drawn at the time of retirement in terms of OM No. F No. 3-25/2020-E.IIIA, dated 09.12.2020. The amount of remuneration so fixed shall remain unchanged for the term of engagement. No increment and other allowances including Dearness Allowance shall be allowed during the period of engagement.

The person appointed as consultant shall continue to draw Pension and Dearness Relief thereon during the period of engagement as admissible from the previous employer.

### **5. Leave**

The consultant will be entitled for 1.5 days leave for every completed month of engagement. It can be accumulated during the period of engagement but no encashment of unused leave shall be admissible. No any other type of leave will be admissible.

### **6. Tax Deduction at Sources**

The Income Tax or any other tax liable to be deducted, as per the prevailing rules will be deducted at source before effecting the payment, for which the University will issue TDS Certificates.

### **7. Type of Engagement / Appointment**

The engagement will be purely on contract basis and temporary in nature. Person appointed as Consultant will have no option for absorption/regularization in the University in any circumstances.

### **8. Confidentiality of Data and Documents**

The Intellectual Property Rights (IPR) of the data collected as well as the deliverables produced for the University shall remain with the University. The person engaged as consultant shall not utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of this assignment or during the course of the assignment from the University, without the express written consent of the University. The consultant shall be bound to hand-over the entire set of records of assignment to the University before the expiry of the contract and before the final payment is released by the University.

### **9. Conflict of Interest**

The consultant appointed by the University, shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of the University.

### **10. The University reserves the rights, as follows**

To act upon/to cancel this advertisement, not to proceed further in the matter at any stage, accept or reject any or all application, without giving any explanation, whatsoever.

## 11. Method of Selection

The Candidates will be shortlisted based on their experience in the field of Civil Engineering in Government Organizations/Autonomous Bodies as well as other guidelines on the subject. The shortlisted candidates will be interviewed by a Selection Committee constituted for the purpose, whose decision shall be final. No correspondence in this regard will be entertained. Intimation shall be sent only to the selected candidates. Apart from the above, all the rules and instructions of Government of India on the subject will be followed.

## 12. Other Terms and Conditions

- i. **Allowances:** The consultant shall not be entitled to any allowance except monthly remuneration. No reimbursement of medical expense will be allowed.
- ii. **TA/DA** – Consultant may be allowed to draw TA/DA as per normal rules applicable to any serving officers of the Government of India of the same level while he is on official tour assigned by the Competent Authority of the University.
- iii. **Headquarters:** The Headquarter of the consultant will be at Motihari.
- iv. **Telephone:** Consultant will not be entitled to telephone facilities.
- v. **Staff Car:** Consultant will not be entitled to use the staff car for private purpose and also for journey between residences and work place.
- vi. **Duties and Functions:** The Consultant will be required to discharge the duties as assigned to him by the University from time to time.
- vii. In addition to the normal working days, the person engaged as Consultant 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 for the same.
- viii. The person engaged as Consultant shall be required to maintain decorum and office discipline as expected from a responsible officer.
- ix. If any declaration or information furnished by the person engaged as Consultant proves to be false or if she/he is found to have willfully suppressed any material information, she/he will be liable to termination of the contract.

## 13. Guidelines for submission of the Application

The duly completed application along with supporting documents in prescribed format (**ANNEXURE - 1**) given below should be sent to the **“OSD Administration, Mahatma Gandhi Central University, Camp Office, Near OP Thana, Raghunathpur, Motihari – 845 401, District – East Champaran, Bihar”** on or before **04.10.2024** in sealed cover super scribed “Application for the post of Consultant (Civil Engineering) in MGCUB, Motihari”. A copy of the application may be sent through e-mail on the id [osdadmin@mgcub.ac.in](mailto:osdadmin@mgcub.ac.in). In the event of the specified date for the submission of the application being declared a holiday, the application will be received up to the appointed time on the next working day of the University.

**Note: 1. Any application which is not made in the format as per ANNEXURE – 1 and/or received after the above-mentioned deadline will be rejected.**

**2. Those who have applied earlier against Advertisement No. 001/NT/C/2024, dated 09.08.2024 need not to apply again. However, they may submit additional information, if any.**



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## ANNEXURE - I

Name of the post applied for .....

### APPLICATION FORM

1. Name of the Candidate :

2. Date of Birth :

3. Father's Name :

4. Permanent Address :

5. Mailing Address :

6. Whether belongs to SC/ST/OBC Category:

7. Telephone No. :

8. Mobile No. :

9. Email :

8. (a) Academic / Professional Qualification:

Photograph  
should be pasted  
here

Sl No.	Degree	University	Field/ Specialization	Year of Passing	Full Marks	Marks obtained	% of marks	Any Other Info.

**(b) Details of Experience:**

Details of employment in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.						
Sl No.	Office / Institute / Organisation	Post Held	Pay Level & Last Basic Pay	From	To	Nature of Duties

**(c) Additional Information, if any which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.**

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**9. I hereby certify that:**

- i. the particulars furnished above are true to the best of my knowledge and beliefs. If at any stage it is found wrong, I understand that my candidature shall be automatically cancelled.
- ii. no disciplinary proceedings were pending against me on the date of application.

**Date:**

**Place:**

**Signature of the Candidate**

**Note:** *Self attested documentary proof in support of information furnished in column 8 is to be submitted by the candidates along with the application.*