

No. A-42011/6/2026-Admn
Government of India
Ministry of Youth Affairs and Sports
Department of Youth Affairs
(Administration Section)

GPOA-3, Netaji Nagar, New Delhi

Dated the 19th May, 2026

ADVERTISEMENT NOTICE

Subject: Engagement of retired Government Officers as Consultant in Department of Youth Affairs, Ministry of Youth Affairs & Sports – reg.

Department of Youth Affairs, Ministry of Youth Affairs & Sports invites applications in prescribed proforma from retired Government employees for engagement as Consultants in the Department of Youth Affairs purely on contractual basis. The details of the engagement as are follows-

1	Name of Post	Consultant
2	No of vacancies	Eight (08)
3	Period of engagement	For an initial period of one year, extendable further for one year at a time and maximum upto candidate attaining the age of 65 years subject to performance and further requirement of the engagement.
4	Eligibility criteria	Essential: Persons retired from the post of US /SO / ASO in Central/State Government. Minimum 3 years' experience in cash & accounts / administration / procurement / protocol management Proficiency in Government rules Strong drafting skills
5	Age Eligibility	Not more than 64 years as on the date of advertisement
6	Scope of work	(a) Administration & Establishment: File processing, service matters, administrative approvals, Record maintenance, vigilance, coordination, HR support, other administrative and Cash related matters. (b) General Administration & Operations: Drafting official correspondence, notes, and reports, supporting

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		<p>procurement and financial vetting, Monitoring operational workflows, processing orders on GeM,</p> <p>(c) Duties of protocol, liaison and coordination with different agencies/authorities at airports, railway stations etc and make arrangements related to movements of higher level officers and co-ordination in this regard.</p> <p>(d) Any other work assigned by seniors.</p>
7	Allowances	Consultant shall not be entitled to any kind of allowance or accommodation facility, eg., Dearness Allowance, Residential Accommodation, Personal Staff, CGHS, Medical Reimbursement, etc.
8.	TA/DA	<ul style="list-style-type: none"> No TA/DA shall be admissible for joining the assignment or upon its completion. As per D/o Expenditure's OM No. 3-25/2020-E.IIIA dated 09.12.2020, Transport Allowance for the purpose of commuting between residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of his/her retirement. No DA will be admissible on such Transport Allowance.
9	Drawl of Pension	The retired Government official selected as Consultant shall continue to draw pension and the dearness relief on pension during the period of his/her engagement in DoYA as per extant rules. His/her engagement as Consultant shall not be considered as a case of re-employment.
10	Remuneration	A fixed monthly amount will be admissible which will be arrived at by deducting the basic pension from the pay last drawn by the candidate at the time of his/her retirement. The amount so fixed shall remain unchanged for the term of the contract. There will be no annual increment / percentage increase during the contract period.
11	Leave	Consultant shall be eligible for paid leave of absence at the rate of 1.5 days for each completed month of service/engagement. Accumulation of leave beyond a Calendar year shall not be allowed. However, leave accumulated in the month of December may be carried forward to January which shall lapse at the end of January of the succeeding year. No remuneration for period of absence in excess of the admissible leave will be paid. No cash equivalent in lieu of unutilised leave will be payable.
12	Working Hours	The Consultant shall have to work as per the working hours of the Department of Youth Affairs, Ministry of Youth Affairs and Sports. However, depending on the exigencies of work, one may be required to come early or sit late to complete the time bound work or attend office on holidays. No extra

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		remuneration or fee would be payable if work requires late sitting or presence in office on holidays.
13	Tax deduction at source	TDS admissible shall be deducted from the monthly remuneration of the Consultant. A TDS certificate shall be issued by the DDO on demand.
14	Confidentiality of data and documents	Consultant shall not utilize or publish or disclose or part with, to a third party, any data or statistics or proceedings or information gathered during the course of the assignment for the office, without the express written consent of Department. Consultant shall be bound to hand over the entire set of records of assignments to the office. The Consultant shall sign an agreement of confidentiality with the Government of India to this effect.
15	Conflict of Interest	Consultant shall in no case represent or give opinion or advice to any third party in any matter which is adverse to the interest of Government. The Consultant shall not take up any other assignment during the period of Consultancy.
16	Termination of engagement	<p>Department of Youth Affairs, Ministry of Youth Affairs and Sports may terminate the services of the Consultant, if</p> <p>(i) The Consultant is unable to accomplish the assigned work</p> <p>(ii) Quality of the accomplished work is not to the satisfaction of this Department.</p> <p>(iii) The Consultant fails in timely achievement of the milestones as decided by this Department.</p> <p>(iv) The Consultant is found lacking in honesty and integrity</p> <p>(v) The requirement of Consultant, for the work assigned, ceases to exist</p> <p>(vi) If it is found at any stage that the candidate had misrepresented and/or concealed facts and/or produced false/fabricated documents</p> <p>(vii) If the competent authority in the Department of Youth Affairs for any reason does not find the Consultant suitable for the job.</p> <p>If the consultant wishes to discontinue the engagement, he/she may do so by giving one month's prior written notice.</p>
17	How to apply	<p>The applications in the prescribed proforma along with the following documents shall be sent on email ID: admn.yas@nic.in</p> <p>bearing the subject "Application for Consultant in Department of Youth Affairs, Ministry of Youth Affairs</p>

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		<p>& Sports” and attaching the following documents in single pdf only</p> <p>Copy of PPO</p> <p>Last Pay Certificate</p> <p>Identity Proof</p> <p>Address Proof</p> <p>Bank details</p> <p>Aadhaar Card</p> <p>The final selection will be done by the Selection Committee constituted for this purpose. The decision of the Selection Committee on selection of candidates will be final.</p>
18	Last date of receipt of application	<p>14 days from the date of issue of this circular on the website of Ministry of Youth Affairs & Sports.</p> <p>Applications received with incomplete information or received beyond the closing date will not be considered.</p>

2. The above engagement is purely on temporary and contractual basis. The selected candidate will not have any right to seek regularization in any post in Department of Youth Affairs, Ministry of Youth Affairs & Sports.

Encl: As Above.

S. Ravi Kumar

(S Ravi Kumar)

Under Secretary to the Government of India

1. Director (CS-Division), Department of Personnel and Training, Lok Nayak Bhawan, New Delhi – with a request to upload this notice on DoP&T’s website.
2. NIC Cell, Ministry of Youth Affairs & Sports, with a request to upload this notice on the website of this Ministry.
3. Guard File.

PROFORMA

**Application for hiring of Consultant on full time contractual basis in
Department of Youth Affairs, Ministry of Youth Affairs & Sports**

1.	Post Applied For	Consultant			
2.	Name in full (Block Letters)				
3.	Father's/Husband's Name				
4.	Date of Birth				
5.	Date of Superannuation from Government Service				
6.	Educational Qualification				
7.	Complete Residential Address				
8.	Telephone/Mobile No.				
9.	Email ID				
10.	Positions held since entry into service alongwith periods and name of Ministry/Department (Attach separate sheet if required)				
11.	PPO Number				
12.	Last Pay Drawn				
13.	Pension Drawn				
14.	Organization where last served and designation	Pay & Pay Level	From	To	Nature of Work Performed

2. Additional relevant information, if any, in support of your suitability for the engagement. Attach a separate sheet, if necessary.

S. Ravi Kumar.

DECLARATION

I hereby declare that all the statements made by me in this application are true and complete to the best of my knowledge and belief. I understand and agree that in the event of any information being found false or incorrect, at any time, my candidature is liable to be rejected/engagement terminated. I further declare that I was clear from the vigilance angle at the time of retirement. I have read this document and ready to accept the terms and conditions for engagement of Consultant.

Name and Signature of the applicant

Place:

Date:

Enclosure: Documents as sought in the notice for the engagement.

S. Anurag Kumar