

**OFFICE OF THE DIRECTOR (EDUCATION)
NEW DELHI MUNICIPAL COUNCIL**

Room No. 1617, 16th Floor,
Palika Kendra, New Delhi-110001
No./ /Dir (Edn)/2026 Dated: 07.05.2026

PUBLIC NOTICE

Sub: Engagement of 02 Consultant (Academic) for overall coordination of the academic activities of NDMC and Navyug Schools.

Applications are invited from the officers retired in the capacity of Principal/Vice Principal/Dy. Director (Academic/Education) and Deputy Education Officer from Central Govt. /State Govt./Municipal Bodies/NDMC/KVS for engagement of 02 (Two) Consultants (Academic) for overall coordination of the academic activities of NDMC and Navyug Schools of Education Department in NDMC.

2. The eligibility criteria are as under:-

- a. Minimum 10 years' experience in the academic work relating to school
- b. Good knowledge in English and Computer.
- c. Age less than 64 years.
- d. The consolidated remuneration will be paid on monthly basis in terms of NDMC's Office Order No. A-42011/1172/2020- Secy-Estt. Dated 01.02.2021.


3. The terms and conditions are as under:-

- (i) The engagement of consultant is purely temporally on contractual basis.
- (ii) No TA/DA will be admissible and they will not be entitled for any kind of Allowances and residential accommodation.
- (iii) The consultant so engaged shall enter into an agreement in the Prescribed Proforma duly signed by the consultant.
- (iv) The candidates should be medically fit for which a medical certificate from a Registered Medical Practitioner having at least MBBS or equivalent medical degree will have to be given.
- (v) The candidate should be free from Vigilance angle at the time of retirement. As a proof of this, a copy of the Pension payment Order/Gratuity Payment/Authority will have to be submitted. In addition to this, an undertaking will have to be obtained from such person to the effect that he/she has no criminal case pending against him/her at the time of engagement.
- (vi) The period of engagement shall be initially for one year or till the post against which the retired persons have been engaged is filled by the regular employees whichever is earliest.
- (vii) The date of interview will be notified separately, the applicant should be present on the date of interview along with the following documents:
 - a) Self-attested copies of the documents of educational qualification, previous experience and hard copy of application form along with all original certificates.
 - b) Medical Fitness certificate from a Registered Medical Practitioner having at least MBBS or equivalent medical degree.

- c) Pension payment order or any equivalent document showing length of earlier qualifying service.
- d) An undertaking to the effect that he/she has not a criminal case pending against him/her at the time of engagement.
- e) The applicant who fails to appear for the interview on the scheduled date and time will forfeit his/her candidature.
- f) Selected candidate will be issued engagement letter by the Director (Education)/NSES. In case the selected candidate fails to join his/her duty within three working days of the issue of engagement letter, he/she will forfeit claim of engagement.

4. Applications in the attached prescribed format **(Annexure- I)** may be submitted to Joint Director (Education), in the Room No. 1118, 11th Floor, Palika Kendra, Sansad Marg, New Delhi-110001 or on through e-mail on jd.education@ndmc.gov.in by **21.05.2026**.

5. Application received after closing date **21.05.2026** will not be considered.


(Kritika Choudhary)
Director (Education)

Copy to:-

1. PS to the Chairman, NDMC : for kind information.
2. PA to the Secretary, NDMC : for kind information.
3. PA to the Director (IT) : with a request to arrange to upload the above Public Notice on the website of NDMC.
4. All Notice Board.

Annexure-I

APPLICATION FOR FORMATION OF PANEL OF RETIRED OFFICIALS/TEACHERS

1	Post applied for (Specify subject)	
2	Name in full(in block letters) Mr./Mrs./Ms.	
3	Address for Communication	
4	Phone and Mobile Number	
5	E-Mail Id	
6	Date of birth	
7	Age as on closing date of application	
8	Date of retirement, Pay level & Post from which retired	
9	Department/organization from which retired	
10	Penalty imposed, if any during service period(Please give detail)	
11	Disciplinary/Criminal proceedings under process, if any.	

12. Educational Qualification:

S.N.	Class 12 th & above	Year of Passing	% of marks obtained	Subjects studied	College/University

13. Experience:

S. No.	Name of organization	Designation/Post Held	Period of Employment		Nature of Duties	Reason for leaving
			From	To		

- 14.** Lat Pay drawn :
15. Basic pension :
16. Language known :
17. Please specify medical problem, if any :
18. Any other relevant information :

Declaration: I hereby declare that all the statement made above/information given above is true and correct to the best of my knowledge and belief and also that there is no criminal case either contemplated against me.

Place:
Date:

(Full signature of the applicant with name)