



राष्ट्रीयमत्स्यिकीविकासबोर्ड
National Fisheries Development Board
मत्स्यपालनविभाग/Department of Fisheries



मत्स्यपालन, पशुपालनऔरडेयरीमंत्रालय/Ministry of Fisheries, Animal Husbandry & Dairying
भारतसरकार /Government of India
स्तम्भसंख्या-235, पी.वी.एन.आर.एक्सप्रेसवे, डाक-एस.वी.पी.एन.पी.ए. हैदराबाद -500052
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NFDB/Division XI (Administration)/Hiring Consultants/2024

Date:20.02.2024

WALK IN INTERVIEW NOTIFICATION

Walk-in-Interview will be held at 9:30 AM on date(s) mentioned below at National Fisheries Development Board (NFDB), Rajendranagar, Hyderabad, an autonomous organization under the administrative control of Department of Fisheries (DoF), Ministry of Fisheries, Animal Husbandry & Dairying, Government of India for engagement of following positions on contractual basis.

The engagement will be initially for a period of not exceeding one year which is extendable based on requirement/ satisfactory performance of consultant. The candidates attending walk-in-interview for the post of Consultant Grade-I & II for NFDB, Hyderabad and Bhubaneswar, Odisha should present themselves for certificate verification at National Fisheries Development Board, Fish Building, Pillar No. 235, PVNR Expressway, SVNPA Post, Hyderabad – 500 052 and National Freshwater Fish Brood Bank (NFFBB), Kausalyaganga, Bhubaneswar -752002. Odisha by 9:30 AM on the date(s) mentioned in the notification respectively. All the eligible candidates should carry original documents for verification along with filled in application form (in prescribed proforma) to attend the walk-in-interview. Only eligible candidates shall be allowed to attend for walk-in-interview. Ineligible candidates shall be summarily rejected. No claim whatsoever shall be entertained from the ineligible candidates.

The details of educational qualifications, experience, age and other eligibility criteria, along with application proforma are given below. The eligible candidates for the contractual posts will be required to make a powerpoint presentation of 10 minutes duration (on their field experience in line with the position for which they applied) followed by interview. All the candidates should carry the powerpoint presentation (in Pen drive) to attend the walk-in-interview.

Sl. No.	Division	Name of the Position	No. of Posts	Date of Walk-in Interview	Place of Interview	Place of Posting
1	Administration & Finance	Consultant Grade-I	01	04.03.2024	NFDB, Hyderabad	Hyderabad, Telangana
2	Administration & Finance	Consultant Grade-II	01		NFFBB, Bhubaneswar	Bhubaneswar, Odisha
3	Administration & Finance	Consultant Grade-II	01			

Note: The above vacancies are indicative and may vary as per actual requirement.

1. Consultant (Grade I – Administration & Finance division): Hyderabad

1	Age Limit (Maximum)	Below 65 years (as on walk-in-interview date)
2	Remuneration (per month)	Rs.53,000 (Rupees Fifty-Three Thousand only) (inclusive of Conveyance Allowance @Rs.3000/-) OR Will be regulated as per the Min. of Finance OM No 3-25/2020-E.IIIA dated 09 th December 2020 or as amended from time to time, <u>whichever is lower</u>
3	Education qualification	Essential: A Bachelor's degree from a recognized university Desirable: Computer Knowledge
4	Experience	Essential <ol style="list-style-type: none"> 1. Should have retired atleast in the Pay scale of Level 07 or above as per 7th CPC in Central / State Governments/PSUs/Autonomous bodies having considerable experience (in relevant subject) of functioning of Central Government Ministries /Departments 2. Experience in General Administration work/ Establishment matters preferably in Central Government offices/Autonomous bodies. 3. Experience of dealing with Court cases, Parliament matters, Vigilance, RTI etc. 4. Knowledge of Fundamental Rules/Service Rules/GFR etc. 5. Knowledge of e-office, MS-Word, Excel, PowerPoint etc.

2. Consultant (Grade II – Admin & Finance division): Hyderabad & Odisha

1	Age Limit (Maximum)	40 years (as on walk-in-interview date)
2	Remuneration (per month)	Rs.32,000 (Rupees Thirty two Thousand only) (inclusive of Conveyance Allowance @Rs.2000/-)
3	Education qualification	Essential: <ol style="list-style-type: none"> i. Graduate in B.Com or CA (Inter) ii. Experience in operation of Tally and MS-office Software Desirable: M.Com/CA
4	Experience	Desirable: <ol style="list-style-type: none"> 1. One-year experience in maintenance of accounts, preparation of financial statements, auditing of

		<p>accounts, handling of cash and bank transactions, filing of income tax /GST returns, operation of tally software and MS-Office software etc.</p> <p>2. Preference will be given to those who have experience of working in Govt. Departments/PSU/Autonomous bodies</p>
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General Terms & Conditions:

1. The contractual appointment will be at NFDB, Hyderabad/Bhubaneswar/Guwahati (OR) will be as necessitated by the requirement.
2. The position is purely temporary on contractual basis for a period of one year from the date of joining. NFDB will not be held responsible to give regular appointment after expiry of the term.
3. The position of consultant is purely on contractual basis for a period of one year. The continuance of consultant during the said period of one year depends on the satisfactory performance. It can be terminated at any time by issuing one-month notice by NFDB. It can also be terminated at any time without giving one month's notice if he/she is found guilty of gross negligence or involved in acts of grave misconduct. The services of the Consultants shall stand terminated automatically on expiry of the contract period unless it is extended in writing.
4. A fixed monthly amount shall be paid for the term of the contract. In case of extension on satisfactory performance after one year, an increment @ of 5% annually over the existing remuneration shall be provided. This is applicable for the present notification only.
5. The Consultant will not be entitled for any kind of allowances (HRA/DA etc). They will also not be entitled to telephone/ transport/ rent free accommodation/staff car facilities etc.
6. Documentary proof in support of the candidates' experience in a specified field shall be submitted mandatorily to consider their application.
7. All claimed education qualification shall be from a recognized university only.
8. The Remuneration in case of retired Government Servants shall be regulated as per the Min. of Finance OM No 3-25/2020-E.IIIA dated 09th December 2020 or as amended from time to time
9. The Consultants may also leave the assignment, on their own volition by giving one-month notice period / deposit 30 days' pay in lieu of notice period or any shortfall thereof or as decided by the Competent Authority of NFDB. The decision of the Competent Authority will be final in this regard.
10. Self-attested copies of all educational qualifications along with experience certificates are required to be submitted invariably at time of walk-in-interview.
11. Age and educational qualifications may be relaxed in exceptional cases by NFDB.
12. No TA/DA shall be admissible to the Consultants for attending the interview or for taking up the appointment.
13. Candidates are advised to visit the NFDB website for further updates if any, such as Notice, corrigendum, addendum, cancellation etc.
14. No correspondence will be entertained with the non-shortlisted or non-selected candidates.
15. The above vacancies are indicative and may vary as per actual requirement.
16. The Consultant shall be entitled to casual leave as per NFDB norms. Also, no payment in lieu of unutilized leaves will be paid by NFDB at the time of expiry of contract.
17. The engagement of consultant will not confer any right on the part of individual for permanent appointment to the post.

18. The Consultant will be under the administrative control of the Head of the concerned Division at NFDB. The Consultant will be required to adhere to the administrative, financial and disciplinary regulations of NFDB where the incumbent is working. Interchange of divisions will be made as and when required
19. Regular attendance shall be ensured by the concerned division keeping an attendance register/ biometric. Consultant shall have to work on all working days except for the General holidays and adhere to punctuality in attendance and should be willing to work before & after office hours in case of need. He/ She should be willing to work late hours, night shifts/ on holidays, undertake tours etc., as & when ordered by Competent Authority as per the requirement of the organization. No Extra allowances will be permissible for the same.
20. The Consultant shall be engaged on full time basis and will not be allowed to undertake any other work or to accept or hold another appointment with or without remuneration elsewhere.
21. The Consultant shall give a declaration to the effect that he/she is not drawing any other scholarship/fellowship or is employed elsewhere in the form prescribed.
22. Only eligible candidates are advised to attend for walk-in-interview. In case of any inadvertent mistakes find at any stage, NFDB reserves right to withdraw/ cancel/ modify any communication made to candidates.
23. The Consultant will not be entitled to General Provident Fund and any other service benefits allowed to regular employees. The Consultant will not be entitled to any travelling allowance at the time of joining and leaving NFDB.
24. The Consultant will be entitled to admissible tour TA & DA as per NFDB rules.
25. Income tax will be deducted from the emoluments of consultants at source as applicable.
26. No correspondence will be entertained with the non-shortlisted or non-selected candidates.
27. Consultants will not be entitled to any medical benefit & allowances.
28. The Consultant shall have no claim, whatsoever, for regularization/absorption or otherwise against any regular post on termination of the tenure as it is purely contractual/temporary & is time bound in nature which runs co-terminus with the length of the contract period.
29. If any declaration given or information furnished by the candidate proves to be false or if the candidate is found to have wilfully suppressed any material information, he/she will be liable for removal from engagement service and are liable for any other action as NFDB may deem necessary.
30. In case of any dispute which may arise out of or in connection with this advertisement/notification, Hyderabad City courts have jurisdiction to decide or adjudicate.
31. NFDB reserves the right to cancel any or all of the advertisements or cancel the term of appointment at any time without assigning any reason.

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Senior Executive (F& A)