



File No.04 /Adm/SSC(WR)/2024/
Dated: 13/02/2024

भारत सरकार
कर्मचारी चयन आयोग
कार्मिक लोक शिकायत और पेंशन मंत्रालय
प्रतिष्ठा भवन, ओल्ड सी। जी। ओ। बिल्डिंग
महर्षि कर्वे रोड, मुंबई - 400 020
FAX 22018521/22018527

Government of India
Staff Selection Commission (WR)
Ministry of Personnel, Public Grievances &
Pensions,
Pratishtha Bhavan, Old C.G.O. Building,
Maharshi Karve Road, Mumbai - 400 020.

OFFICE MEMORANDUM

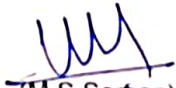
Subject: **Engagement of Young Professional for one year purely on contractual basis (Temporary) : Regarding.**

On the basis of Interview conducted on 09 02 2024 in the office premises of SSC(WR) Mumbai for the post of Young Professional, Ms Kale Himadri Deepak is offered the engagement of Young Professional in Staff Selection Commission (Western Region), Mumbai purely on contract basis (Temporary) at a fixed monthly remuneration of Rs 40,000/- (Rupees Forty thousand only) for a period of one year, as per the following terms and conditions:-

1. The engagement of Young Professional (General) would be on full time basis and would not be permitted to take up any other assignment during the period of contract with SSC(WR), Mumbai.
2. On having accepted the offer, she shall enter into contract with SSC(WR), Mumbai. The norms for secrecy will be as per Official Secrets Act, 1923. The security of sensitive data would be ensured by her strictly.
3. She shall not indulge in or disclose any matter/issue related to SSC(WR) to any person, any details of office, operational process, technical know-how, administrative/organizational matters which are of confidential/secret nature.
4. She shall not be entitled to any allowance such as conveyance allowance, dearness allowance, telephone, transport facility, residential accommodation, CGHS, medical reimbursement etc. other than those specifically mentioned therein.
5. Her engagement is purely on contract basis (temporary) and SSC(WR) can cancel her engagement at any time without providing any reason for it.
6. She shall be entitled for 8 days leave in a single year of engagement. The leave shall accrue to her on completed month basis calculated from her date of joining on pro-rata basis. She shall not draw any remuneration in case of her absence beyond 08 days in a year unavailed leave in tenure of single year cannot be carried forward to next tenure of 1 year, if any. The intervening Saturdays, Sundays or Gazetted holidays during a spell of leave shall not be counted against the 8 days leave.
7. No extra remuneration shall be allowed for working beyond office hours or on Saturdays/Sundays/Gazetted holidays.

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8. In case she wishes to resign for her position, she shall furnish at least one month's notice period or salary in lieu thereof. Competent Authority may waive off the condition for notice period/salary in lieu thereof, in deserving cases.
9. SSC (WR) shall have powers to terminate her engagement as Young Professional (General) at any time without assigning any reason.
10. Absence from duty for a continuous period of 08 days, without any information or any valid reason shall lead to automatic termination of contractual engagement.
11. Apart from the above, the other terms and conditions as mentioned in the Notice dated 30/11/2023 published in website of this Regional office are applicable.
12. If Ms. Kale Himadri Deepak, is willing to accept the offer for the engagement of Young Professional (General) for one year purely on contract basis (Temporary) on the above terms and conditions, she is hereby directed to report to the regional Director, Staff Selection Commission(WR), 1st Floor, Pratistha Bhawan, 101, M K Raod, Mumbai-400020 latest by 14.02.2024.
13. This issues with the approval of RD(WR).


(M S Sorhan)
Section Officer/Adm.
SSC(WR) Mumbai-20

To

Ms. Kale Himadri Deepak,
D/o Late Deepak Paramanand Kale,
A/402, Dev Puja Society,
Dhokali Naka, Kolshet Road,
Thane (West)-400607