

(For IRCS website)  
**INDIAN RED CROSS SOCIETY**  
**Personnel & Administration**

**NOTICE INVITING APPLICATIONS FOR CONTRACTUAL ENGAGEMENT ON  
HONORARIUM BASIS**

Indian Red Cross Society (IRCS), established under the IRCS Act XV of 1920, is the largest statutory humanitarian organization that works as Auxiliary to the Government and Armed Forces Medical services. It contributes to saving lives and protecting livelihoods, provides relief in times of disasters and other emergencies. The Hon'ble President of India is the President of the Society and the Hon'ble Union Minister for Health & Family Welfare, Govt. of India is the Chairman of the Society.

It is proposed to use the expertise of retired officials having experience in Govt Rules, regulation and administrative matters based in Delhi or NCR, and are willing to work. Honorarium shall be as per DoE guidelines or Rs.60,000/- pm, which ever is lower.

Accordingly, applications are invited from retired officers (not below the rank of Section Officers in GoI) of the Ministries/Departments under Government of India, or its equivalent officer in PSUs in the enclosed format for contractual engagement in the Indian Red Cross Society, National Headquarters.

2. The willing and eligible retired officers may submit the application in the prescribed form to the Secretary General, Indian Red Cross Society, National Headquarters, 1-Red Cross Road, New Delhi-110001 by 6<sup>th</sup> October 2023..
3. Engaged incumbent may exit the contract after giving 30 days notice. Similarly, IRCS may also dis-engage any incumbent after giving him 30 days notice.
4. IRCS reserves the right to accept/ reject any or all applications received in response to this notice without assigning any reason.
5. The working hour are from 9.30 AM to 6.00 PM from Monday to Friday. In case of urgency one should be prepared to work on weekends and holidays as well.
6. They will not be entitled for any leave except two days leave per month, which will not be encashable.
7. Application by email may be sent on [venik@indianredcross.org](mailto:venik@indianredcross.org) and by post to The Secretary General, IRCS, 1, Red Cross Road, New Delhi-110001.

**Encls.: Application format**

Sd/-  
(N.K.Singh)  
Deputy Secretary

**APPLICATION FORM**

**APPLICATION FORM FOR ENGAGEMENT OF RETIRED OFFICERS (not below the rank of Section Officers in GoI) OF THE MINISTRIES/DEPARTMENTS/DIRECTORATES/ UNDER GOVERNMENT OF INDIA / PSUS.**

1. Name of the officer : \_\_\_\_\_
2. Address/Contact details : \_\_\_\_\_  
\_\_\_\_\_
3. Name of the parent department/service from where superannuated : \_\_\_\_\_ (In capital letters)
4. Designation at the time of Superannuation \_\_\_\_\_
5. Date of superannuation : \_\_\_\_\_
6. Date of Birth: \_\_\_\_\_
7. Details of the posts held during the service: \_\_\_\_\_
8. Whether retired on attaining the age of Superannuation or voluntary retirement: \_\_\_\_\_
9. Whether any penalty was imposed during the service: \_\_\_\_\_
10. If yes, details thereof: \_\_\_\_\_
11. Whether in sound health-both physically and mentally: \_\_\_\_\_
12. Attach a brief profile indicating the area of expertise and interest: \_\_\_\_\_

(Please use separate sheet(s) if needed)

\_\_\_\_\_ (signature)  
Name: \_\_\_\_\_  
Permanent/Present Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Contact Number: \_\_\_\_\_  
Email ID: \_\_\_\_\_

Place: \_\_\_\_\_  
Date: \_\_\_\_\_