

**Semi-Conductor Laboratory
S.A.S. Nagar (Punjab)**

**HIRING OF RETIRED GOVERNMENT EMPLOYEES AS CONSULTANTS ON
CONTRACT BASIS**

Advertisement No.SCL:03/2025

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Semi-Conductor Laboratory (SCL), an autonomous body under the Ministry of Electronics and Information Technology (MeitY), Government of India, is the only Integrated Device Manufacturing Facility in the country providing end-to-end solutions for Development of Application Specific Integrated Circuits (ASICs), Opto-Electronics devices, and Micro Electro Mechanical System (MEMS) Devices encompassing Design, Fabrication, Assembly, Packaging, Testing, and Reliability Assurance.

SCL invites application from candidates retired from Government Services/ Central Government Autonomous Bodies to be engaged as Consultants on contractual full time basis.

Eligibility Criteria required is as under:

Sr. No.	Designation/ Cadre at the time of retirement	Area of Experience
1	In the Cadre of Technical Assistant/ Technicians in Technical Area	Candidates should have minimum experience of 10 years in any of the following areas: Wafer Fabrication/Utilities for Wafer Fabrication/ VLSI/MEMS Assembly &Packaging and Testing/Fire & Safety
2	In the Cadre of Assistants	Candidates should have minimum experience of 10 years in any of the following areas: Accounts/Purchase & Stores/ Personnel & General Administration/ Canteen. Candidate should have working knowledge of Computer and applications such as MS Word, MS Excel, PowerPoint(Tally/ERP).

Terms:

1. **Tenure:** The initial engagement of the consultant would be one year. The engagement period may be further extended or curtailed by the discretion of the Competent Authority subject to functional need and performance of the consultant.
2. **Age Limit:** The maximum age limit for all the categories of consultants will be 63 years on the last date of the application.
3. **Remuneration and Allowances:**
 - a. The remuneration of consultants will be fixed monthly; amount shall be paid arriving at by deducting the basic pension (gross) from the last basic pay drawn at the time of retirement.
 - b. Retried officials not drawing pension will be paid a consolidated remuneration to be fixed at 50% of last basic pay drawn at the time of retirement.

- c. The amount of remuneration so fixed shall remain unchanged for the term of the contract. There will be no annual increment/percentage increase during the contract period.
- d. Transport Allowance:** Transport Allowance for the purpose of commuting between the residence and the place of work shall be paid. The Transport Allowance shall be fixed at the rate applicable to the appointee at the time of retirement. The Transport Allowance shall not exceed the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the term of engagement. No Dearness Allowance shall be admissible on the Transportation Allowance and the amount so fixed shall remain unchanged during the term of appointment.
- e. Retired employees engaged as consultants will be allowed TA/DA in official tour, if any, as per their entitlement at the time of their retirement.
- f. No HRA shall be admissible. No accommodation will be provided by SCL.
- g. TA/DA for joining; No TA/DA is admissible for joining the assignment or on its completion.
- h. No other allowance except above allowed above will be admissible during the term of the contract.
- i. Tax Deduction at Source: Income Tax or any other tax liable to be deducted as per the prevailing rules, will be deducted at source before effecting the payment of remuneration.
4. **Leave:** Paid leave of absence will be allowed at the rate of 1.5 days of each completed month of service. If leave is not availed in a particular month the same shall be carried forward and can be availed in the next of subsequent months, but not more than five days absence in a single spell be allowed under normal circumstances. Accumulation/carry forward of leave beyond a calendar year shall not be allowed. No payment in lieu of un-utilized leaves will be paid by SCL.
5. **Working hours:**
- a. SCL is operational on 24x7x365 basis. Working hours shall normally be 9:00 AM to 5.30 PM. However, the consultants may be called for service on holidays or beyond normal working hours due to exigency of work. Consultants in the technical areas shall be required to come in Shifts.
- b. In special circumstances, the Consultant could be called for services on holidays or beyond normal working hours for which no compensatory leave or pay will be granted.
- c. The Consultants shall be required to mark their attendance in the Bio-metric Attendance System.
6. **Working facilities to be provided:** Basic support like sitting space, stationary, computer will be provided by the SCL in the office as per the function need
7. **Confidentiality of data and documents:**
- a. The consultants 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 SCL while employed as well as after the end of employment

at any time. The consultants shall be bound to hand over the entire set of records of assignments to the office before the expiry of the contract and before the final payment is released by the office. The Consultants shall sign NON-DISCLOSURE UNDERTAKING containing a clause of Ethics and Integrity.

b. The Consultant should maintain absolute confidentiality and secrecy of the information handled by him/her during the contract and even after termination of contract, failing with the consultants will be liable for suitable action, as deemed fit.

8. **Conflict of Interest:** The Consultant appointed by this office, shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of this office.

9. **Termination of service:**

SCL may terminate the services of the Consultants, If:

- a) The Consultant is unable to accomplish the assigned works.
- b) Quality of the accomplished work is not to the satisfaction of SCL.
- c) The Consultant fails in timely achievement of the milestones as decided by SCL.
- d) The Consultant is found lacking in honesty and integrity.
- e) The requirement of Consultant for the work assigned ceased to exist.
- f) The undertaking given by the candidates is found false.
- g) The Consultant completes 5 years of retirement.
- h) 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.

The services can be terminated by giving fifteen day's notice in writing from either side. The termination will be without prejudice to either party's rights accrued before termination.

10. **Accident, Injury, etc. during the period of engagement:** SCL shall not be responsible for any loss, accident, damage or injury suffered by the consultant whatsoever arising in or out of the execution of his work inside or outside the Department including official travel.

11. Preference will be given to meritorious candidate who have worked in semiconductor manufacturing and allied services.

12. The candidates should be free from any medical conditions that may impair the performance of their duties.

13. SCL reserves the right to accept or reject in part or all the responses at any stage without assigning any reasons whatsoever.

The interested candidates may send their application in the prescribed format attached as **Annexure –I** to this Notification, through registered post to Head, P&GA, Semi-Conductor Laboratory, Sector 72, S.A.S. Nagar -160071 or Email to recruitment@scl.gov.in within 15 days from the date of publication of this circular on SCL website.

Head, P&GA



सेमी कंडक्टर लेबोरेटरी / Semi-Conductor Laboratory

इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी मंत्रालय, भारत सरकार

Ministry of Electronics & Information Technology, Govt. of India

सेक्टर-72, सा.अ.सि.नगर / Sector 72, S.A.S. Nagar

पंजाब (भारत) / Punjab (India) -160071

वेबसाइट / Website : <https://scl.gov.in>

एस.सी.एल में परामर्शदाता की नियुक्ति हेतु आवेदन प्रपत्र / PROFORMA OF APPLICATION FOR ENGAGEMENT OF CONSULTANT IN SCL

1	पूरा नाम / Name in Full	
2	अधिवार्षिता की तिथि / Date of Superannuation	
3	अधिवार्षिता के समय धारित पद Designation at the time of Superannuation	
4	अधिवार्षिता के समय मूल वेतन / एवं ग्रेड वेतन / वेतन-स्तर / Basic Pay & Grade Pay / Pay Level at the time of Superannuation	
5	संगठन का नाम व पता जहाँ से सेवानिवृत्त हुए हैं। / Name of the Organization last served with address	
6	जन्मतिथि / Date of Birth	
7	आयु (विज्ञापन की अंतिम तिथि तक) Age (As on closing date of advertisement)	
8	लिंग / Gender	
9	पत्राचार का पता / Address for correspondence	
10	मोबाइल नं / Mobile No	
11	ई-मेल / Email	
12	शैक्षणिक अर्हता / Educational Qualification	
13	कार्य अनुभव का क्षेत्र / Area of Experience	

14	अधिवाषिता से पहले संगठन में दी गई सेवाओं का पूरा रिकॉर्ड (जिस पद हेतु आवेदन करना है उसके स्तर में अनुभव के विशेष संदर्भ के साथ) Complete record of services rendered in organizations before superannuation: (with special reference to the experience in the level of post for which application is made)	संगठन का नाम, धारित पद, कार्य क्षेत्र, अवधि / Name of Organization, Post Held, Area of Work, Period
15	अन्य कोई जानकारी (यदि अपेक्षित हो तो कृपया अलग से विवरण दें) / Any Other Information (Please attach separate sheet, if required)	
16	उम्मीदवार द्वारा वचनबद्धता कि वह अपनी ज्यूटी करने में चिकित्सीय रूप से स्वस्थ है / Undertaking by the candidate that he is medically fit to perform his/her duties.	

घोषणा / Declaration:

मैं घोषणा करता हूँ कि ऊपर दिए गए विवरण मेरी पूर्ण जानकारी और विश्वास के अनुसार सत्य और सही हैं। मैं समझता हूँ और सहमत हूँ कि चयन से पहले या बाद में किसी भी जानकारी के असत्य या गलत/अपूर्ण पाए जाने या अयोग्य पाए जाने की स्थिति में, मेरी उम्मीदवारी को अस्वीकार किया जा सकता है और मैं इस संबंध में एससीएल के निर्णय पर बाध्य रहूँगा। मैंने परिपत्र पढ़ लिया है और परामर्शदाता की नियुक्ति के लिए सभी नियम एवं शर्तें स्वीकार करने के लिए तैयार हूँ। / I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false or incorrect/incomplete or ineligibility being detected at any time before or after selection, my candidature is liable to be rejected and I shall be bound by the decision of the SCL. I have read the circular and ready to accept all the terms and conditions for engagement of consultant.

(आवेदक के हस्ताक्षर/Signature of the Applicant)

दिनांक/Date:

आवेदक द्वारा निम्नलिखित दस्तावेज प्रमाण के तौर पर सलग्न किए जाने हैं।/Following documents are to be enclosed by the applicant :-

1. पहचान-पत्र/Identity Proof
2. निवास का पता/Proof of Address
3. पी.पी.ओ की प्रति/Copy of P.P.O
4. शैक्षणिक अर्हता की प्रतियां/Copy of proofs of Educational Qualification
5. सेवा सत्यापन प्रमाण पत्र की प्रति/Copy of Service Verification Certificate