



केन्द्रीय आयुर्वेद अनुसंधान संस्थान

पंजाबी बाग (पश्चिम), रोड नं. 66, नई दिल्ली-110026
अधीनस्थ केन्द्रीय आयुर्वेदीय विज्ञान अनुसंधान परिषद्, आयुष मंत्रालय, भारत-सरकार

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Under Central Council for Research in Ayurvedic Sciences, Ministry of AYUSH, Govt. of India



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It is proposed to engage the services of Office Assistant (Admn)(Retired) on contractual basis, initially for a period of six months. The services may be curtailed or extended as per discretion of the Competent Authority on need basis subject to performance of the individual on a monthly remuneration mentioned below. The interview will be held on 01/09/2026 at 10.30 AM. The requisite qualification and other conditions are as detailed below:

Name & Number of Post	Qualification/Experience & Age limit	Monthly remuneration
Office Assistant (Admn)- (Retired) Two nos.	-Graduation in any discipline. -He/She should have retired from the post of Assistant/OS/Accountant or equivalent in the grade pay of 4200 or 4600/- (Level-6 or Level-7) from Central Government/State Government or Autonomous body/PSU. -He/She should have knowledge of e-Office & have experience in Establishment/ General Administration and Accounts matters. Age – Not more than 64 years as on date of Interview.	A fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement plus transport allowance as applicable at the time of retirement.

Terms & Conditions:

1. The engagement would be purely on contractual basis and no claim for continuance of regular appointment will be entertained.
2. The eligibility of candidates in respect of Age will be determined as on date of Interview and relaxation in age for SC/ST/OBC candidates as per Govt of India rules.
3. No TA/DA will be paid for attending the interview.

Asstt Director (Ay)/ Incharge