



सत्यमेव जयते

**Rehabilitation Council of India**  
(A Statutory Body of Ministry of Social Justice &  
Empowerment, Department of Empowerment of  
Persons with Disabilities (Divyangjan), Govt. of India)  
B-22, Qutab Institutional Area, New Delhi – 110016  
Ph.: 91-11-26532408, 26534287, Fax: 91-11-26534291  
E-mail: rci-depwd@gov.in, www.rehabcouncil.nic.in



भारतीय पुनर्वास परिषद

### **WALK-IN-INTERVIEW**

Interested candidates possessing the below mentioned qualifications may attend Walk-in-Interview/Personal Discussion at Rehabilitation Council of India (RCI), B-22, Qutab Institutional Area, New Delhi – 110016 at 2.30 PM on 22 January, 2022 for engagement under various projects of RCI, purely on contract basis.

Sl. No.	Name of Post	Number. of Post(s)	Consolidated Remuneration p.m.	Date & time of interview
1	Programme Officer	02	Rs.30,000/- to Rs.35,000/-	22.01.2022 at 2.30 PM
2	Assistant Programme Officer	02	Rs.27,000/-	
3	Assistant	02	Rs.25,000/-	
4.	Accountant	01	Rs.30,000/-	

Eligibility Criteria for each post is given below:

1. **Programme Officer – No. of post – 02, Consolidated Monthly Remuneration – Rs.30,000/- to Rs.35,000/- p.m.)**

#### **Educational Qualification & Experience**

- (i) Master's Degree in Rehabilitation Science/Psychology/Public Administration/ Social Work/ English Literature/ MBA from a recognized University/Institute with a good academic record; and
- (ii) Minimum 02 years post qualification experience in the field of Disability/ Implementation of Govt. Project or schemes and policy matters.
- (iii) Excellent command over written and spoken skills in English language.
- (iv) Knowledge and skill of drafting concept note/reports
- (v) Proficiency in use of computers (Word, Excel, Power Point etc.).

**Desirable:** (i) Registered with RCI or be eligible for registration in RCI  
(ii) Ph.D./UGC NET/JRF in the relevant field.

**Age:** 40 Years

**2. Assistant Programme Officer – No. of post – 02, Consolidated Monthly Remuneration – Rs.27,000/- p.m.)**

**Educational Qualification & Experience:**

- (i) Master's Degree in Rehabilitation Science/Psychology/Public Administration/ Social Work/ English Literature/ MBA from a recognized University/Institute with a good academic record; and
- (ii) Minimum 01 year post qualification experience in the field of Disability/ Implementation of Govt. Project or schemes and policy matters.
- (iii) Excellent command over written and spoken skills in English language.
- (iv) Knowledge and skill of drafting concept note/reports.
- (v) Proficiency in use of computers (Word, Excel, Power Point etc.).

**Desirable:** (i) Registered with RCI or be eligible for registration in RCI  
(ii) Ph.D./UGC NET/JRF in the relevant field.

**Age :** 40 Years

**3. Assistant – No. of post – 02, Consolidated Monthly Remuneration – Rs. 25,000/-p.m.)**

**Educational Qualification & Experience:**

- (i) Bachelor's Degree from a recognized University/Institute in any discipline with a good academic record; and
- (ii) 03 years experience in Administration/Establishment/Accounts/Academics work in the Central/ State Govt./PSUs/Universities/National Institutes/ Autonomous/ Statutory Organizations.
- (iii) Good command over written and spoken skills in English language.
- (iv) Knowledge and skill of drafting concept note/reports
- (v) Proficiency in use of computers (Word, Excel, Power Point etc.)

**Age :** 40 Years

**4. Accountant – No. of post – 01, Consolidated Monthly Remuneration – Rs. 30,000/-p.m.)**

**Educational Qualification & Experience:**

- (i) Master's Degree in Commerce with specialization in Accountancy/Finance or ICWA or CA/CA Intermediate from a recognized University/Institute with a good academic record; and
- (ii) 03 years experience in Accounts work in the Central/State Govt./PSUs/ Universities/National Institutes/Autonomous/Statutory Organizations.
- (iii) Good command over written and spoken skills in English language.
- (iv) Knowledge and skill of drafting concept note/reports
- (v) Proficiency in use of computers (Word, Excel, Power Point etc.)  
**\*Preference will be given to candidates having experience in Accounting package (Tally)/PFMS/Income Tax matters.**

**Age :** 40 Years

**General Conditions:**

1. Registration for walk-in-interview will start one hour before the scheduled time on the date of walk-in-interview as mentioned above against each vacancy.
2. Venue of walk-in-interview is Rehabilitation Council of India, B-22, Qutub Institutional Area, New Delhi – 110016
3. Timing for registration of walk-in-interview is 1.30 PM on 22 January, 2022.
4. Candidates should bring with them the following documents:
  - (i) Bio Data (Application Performa) as per format enclosed.
  - (ii) All Certificates/Testimonials related to Date of Birth, Educational & Professional Qualifications, Experience and any other relevant, if any, in Original.
  - (iii) One self attested copy each of the Certificates/Testimonial.
  - (iv) Photo Identity Proof – Aadhar / Driving License / Voter ID Card or any other Government Identity Card in original.
  - (v) Two passport size photographs.
  - (vi) Covid-19 Self Declaration.
5. Due to present Covid-19 pandemic, applicant(s) facing difficulties in attending walk-in-interview may attend through VC mode for which link will be sent to the willing candidates separately on receipt of their request at e-mail: **rci-depwd@gov.in**
6. The contractual engagements are purely temporary under the project. The engagement will be initially for a period of six months, extendable from time to time depending upon the performance and co-terminus with the project.
7. The person engaged under the Project shall have no claim either implicit or explicit, for his/her absorption or regularization in RCI.
8. The Council reserves the right to cancel or withdraw any or all the posts without assigning any reason.
9. No TA/DA will be given to attend the interview.

**Member Secretary, RCI**



## REHABILITATION COUNCIL OF INDIA

(A Statutory Body of Ministry of Social Justice & Empowerment,  
Department of Empowerment of Persons with Disabilities (Divyangjan), Govt. Of India)  
B-22, Qutab Institutional Area, New Delhi-110016,

### APPLICATION PERFORMA

Affix a recent  
passport size  
photograph  
and sign  
across

1. Post Applied for : \_\_\_\_\_
2. Name of the Applicant : \_\_\_\_\_
3. Date of Birth : \_\_\_\_\_
4. Father's / Husband's Name : \_\_\_\_\_
5. Address for Correspondence : \_\_\_\_\_  
\_\_\_\_\_
6. Contact No. : \_\_\_\_\_
7. Email ID (if any) : \_\_\_\_\_
8. Education & Professional Qualification (from SSC onwards)

Exam Passed	Board/ University	Year of Passing	Subjects	Percentage of marks	Division

9. Proficiency in Computer/IT: \_\_\_\_\_  
(Please specify the level of accomplishment)

10. Details of Experience / employment, in chronological order starting with the latest.  
Enclose a separate sheet, if the space below is insufficient.

Name of the Organization	Post held / Designation	From	To	Pay scale/Salary drawn p.m. (in Rs.)	Nature of duties

11. Whether belong to SC/ST/OBC/PH: \_\_\_\_\_

12. Justification with regard to your suitability for the post to be stated in a separate sheet.

## DECLARATION

I solemnly declare that the above particulars are true and correct to the best of my knowledge and belief. I also understand that my candidature to the post applied for is liable to be cancelled, if any of the above information is found to be false or incorrect.

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

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

(Signature of the Applicant)

**SELF DECLARATION (UNDERTAKING) - COVID-19**

I, \_\_\_\_\_ resident of \_\_\_\_\_

\_\_\_\_\_ do hereby, declare the following:

1. I have not been suffering from flu-like symptoms of fever, cough, breathlessness, sore throat/runny nose, body ache in the last 14 days.
2. I have not been in close contact with a confirmed case of the COVID – 19.
3. I have not been in close contact with a person suffering from COVID – 19 and am not under mandatory quarantine.
4. I have travelled the following cities/country in the last 14 days prior to arriving at Rehabilitation Council of India, New Delhi.

	1 <sup>st</sup> City	2 <sup>nd</sup> City	3 <sup>rd</sup> City	4 <sup>th</sup> City
Name of Cities/Country				
Date of arrival in that City				

Candidate's Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

