



राष्ट्रीय दंत चिकित्सा आयोग National Dental Commission

स्वास्थ्य एवं परिवार कल्याण मंत्रालय

भारत सरकार

Ministry of Health & Family Welfare
Government of India

F.No.: NDC/Advertisement/Recruit/

Dated: 24.04.2026

ADVERTISEMENT

Subject: Notice for Inviting Applications for Engagement of Consultant/Private Secretary/Hindi Consultant/ Legal Consultant from retired Government Servants in National Dental Commission


The Government of India, Ministry of Health and Family Welfare, has constituted the National Dental Commission (NDC) on 19th March 2026 vide National Dental Commission Act, 2023.

The National Dental Commission Secretariat invites applications from interested and eligible retired Government officers, having considerable experience of functioning in Government/ Ministries/ Departments, for engagement on contractual full time basis.

The details of the vacancies, eligibility criteria, desired qualifications and experience, remuneration etc. are as under: -

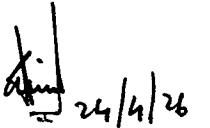
Vacancy for the Post of	Proposed number of intake	Eligibility Criteria	Age (max)	Remuneration (consolidated)
Consultant	7	Incumbent should have retired from the post of Under Secretary and above/or equivalent from Central Government or State Govt. or Autonomous bodies in the pay level-10 or above	63 years	60000/- (with no other allowance) TA/DA as per entitlement at level 10
Private Secretary	5	Incumbent should have retired from the post of PS/PPS/SPS in the scale of level 10 and above from Central Government or State Govt. or Autonomous bodies	63 years	50000/- (with no other allowance) TA/DA as per entitlement at level 10
Hindi Consultant	1	Incumbent should have retired at Pay Level-10 or above Rank or equivalent from Central Government or State Govt. or Autonomous bodies	63 years	50000/- (with no other allowance) TA/DA as per entitlement at level 10
Legal Consultant	1	Incumbent should have retired at Pay level -10 and served in Ministry or any subordinate office dealing with legal matters for not less than continuous 5 years.	63 years	50000/- (with no other allowance) TA/DA as per entitlement at level 10

* NDC Secretariat retains the right to increase/ decrease the vacancy as per the requirement without any notice.

 24/4/26

2. General Condition for engagement:

- i. **Period of engagement:** initially for a period of one year which may be further extended depending upon requirement of the Commission and the performance review of the Consultant, but shall not normally be extended beyond 65 years of age.
- ii. **Job Location:** National Dental Commission, Plot No.14, Sector-9, Rama Krishna Puram, New Delhi-110022
- iii. **Selection Process:**
 - (i) Applications received in response to this advertisement will be shortlisted on the basis of experience and qualifications of applicants and selections will made on the basis of Personal Interview.
 - (ii) **No TA/DA will be paid for attending the interview.**
 - (iii) At the time of interview, the shortlisted candidate shall have to produce their bio-data and certificates in original for verification.
 - (iv) The decision of the Authority on selection of candidate will be final and no correspondence on this subject will be entertained.
- iv. **Non-Engagement with Other Organizations :**
 - (i) He/She should not be employed elsewhere at the time of engagement.
 - (ii) Upon selection, the candidate shall not undertake employment with any other organization during the tenure.
- v. **Working hours:** As per Central Government Norms, which can extend subject to exigencies of work, without any additional remuneration.
- vi. **Leave:** 2 Leave per completed month.
- vii. **How to apply:** Eligible retired Officers, may submit their applications in the enclosed format (completed in all respects) along with copy of PPO, Educational Qualification certificate, and Last Pay Certificate before the closing date, on the following address. Applications received with incomplete information or received beyond the closing date will not be considered.
- viii. Application is to be submitted either by post to the Secretary, National Dental Commission and/or via email at ndcindia26@gmail.com
- ix. **Last date for receipt of application: 10.05.2026**


(Arindam Modak)
Secretary
National Dental Commission

- To,
- (i) Notice Board
 - (ii) NDC Website

**Application for the post of Consultant/Private Secretary/Hindi Consultant/
Legal Consultant on contract basis in National Dental Commission**

(Last date for receipt of application: 10.05.2026)

**Recent
Passport size
photograph
with cross
signature**

1.	Full Name (in Block Letters)				
2.	Position applied for				
3.	Date of Birth (Submit Proof)				
4.	Email Id				
5.	Mobile No.				
6.	Residential Address				
7.	Educational Qualification (Attach self attested copies of certificate of highest qualification)				
8.	Date of Superannuation/retirement				
9.	PPO Number (enclose a copy)				
10.	Post held at the time of retirement (Submit Proof)				
11.	Last Pay Drawn (Pay Level & Pay)				
12.	Organisation superannuated from				
13.	Working Knowledge of MS Office, e- office and Internet browsing (yes/No)				
14.	Relevant Experience to substantiate his scope of work (within 100 words to tell about yourself about your suitability for the post.)				
15.	Brief particulars of experience of last 10 years	Post held	From	To	Experience/Nature of Work

Place:

Date:

(Signature of applicant)

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