

Q/PF/578/2/2015
Government of India
Ministry of External Affairs
(PF Section)

New Delhi, the 27th March 2015

The Chief Secretaries,
All State Governments & Union Territories

Subject : Selection for the post of Assistant (Welfare) in the Consulate General of India, Jeddah-2015.

Sir,

I am directed to state that the services of an experienced Muslim Compounder/Pharmacist are required for a period of two years on deputation basis for the post of Assistant (Welfare) in the Consulate General of India, Jeddah. The official selected will be deployed in the dispensary attached to Indian Haj Office, Makkah.

2. The basic responsibilities of a Pharmacist at IHO, Makkah are to prepare the medical indent for Haj medical mission, liaise with local health authorities in Makkah, Jeddah and Medina, attend to various administrative works related with Medical Wing maintained stores, issuance of medical equipment and medicines during Haj and such related works as assigned by his supervisory officers.

3. In addition to having 8 to 10 years of experience of working as a Compounder/Pharmacist, the candidate should be able to do laboratory work and maintain stores and stock registers. The applicant should be below 56 years of age and knowledge of Urdu language is desirable.

4. The terms and conditions of the service on deputation are given below:

- i) Basic pay in the scale of pay attached to the grade in his parent department in India.
- ii) Foreign Allowance as admissible to non-gazetted India-based official in CGI, Jeddah.
- iii) Free plainly furnished accommodation.
- iv) Travelling allowance by rail/air from place of duty in India to Jeddah and back by the entitled class by the approved route for self and entitled family members.
- v) Benefits of Assisted Medical Attendance Scheme, Children Holiday Passage, Children Education allowance, outfit allowance and Home Leave Fare etc. in accordance with existing rule as amended from time to time.
- vi) Transfer Grant as admissible under the rules.

5. It is requested that full particulars about qualification/experience and size of family of the Compounders/Pharmacists recommended along with their up-to-date confidential reports for the last 5 years may be forwarded to the undersigned by the **11th May, 2015** for consideration. The dates on which the character and antecedents of the candidates were last verified may also be intimated. Candidates having more than three children need not be recommended for the deputation. Recommending authority should ensure that the applicant fulfils the criteria i.e. age, work experience and number of children and supporting documents are enclosed. Applications without the supporting documents will not be accepted.

6. Any dispute pertaining to this matter will be submitted strictly under the jurisdiction of the courts located at Union Territory of Delhi.

Yours faithfully,



(P.C. Thapliyal)

Under Secretary to Govt. of India
MEA, Room No. 4071, Jawaharlal Nehru Bhawan,
Janpath, New Delhi-110001.

Tel : 49015360, Fax : 49015414 email: uspf.mea.gov.in

Copy to:

1. The Ministry of Health & Family Welfare, Department of Health, Nirman Bhawan, New Delhi/ Ministry of Railways, New Delhi-For similar necessary action as above.
2. The Consulate General of India, Jeddah-For information.
3. Haj Cell, Ministry of External Affairs, New Delhi.
4. Ministry of External Affairs' websites.