

VACANCY CIRCULAR

Sub: Filling up two posts of Deputy Adviser (PHE) in Central Public Health and Environmental Engineering Organisation (CPHEEO), Ministry Housing & Urban Affairs on Deputation (including short term contract).

It is proposed to fill up the following vacancy on deputation (including short term contract) basis:

| S. No. | Designation                                | Level in the Pay Matrix | Group & Service Cadre                                           | No. of Post |
|--------|--------------------------------------------|-------------------------|-----------------------------------------------------------------|-------------|
| 1      | Deputy Adviser (Public Health Engineering) | Level 12                | Group 'A' General Central Service<br>Gazetted (Non-Ministerial) | 2           |

2. **Eligibility Conditions:-** Officers under the Central Government or the State Government or Union Territories or Universities or Recognized research institutions or the Public Sector Undertakings or semi Government or Autonomous or Statutory Organisations :

(A) (i) holding analogous posts on regular basis in the parent cadre or department; or

(ii) with five years service in the grade rendered after appointment thereto on a regular basis in posts in PB-3, Rs. 15600-39100 with Grade Pay of Rs. 6600/- (revised Level- 11 in the Pay Matrix) or equivalent in the parent cadre or department; and

(B) possessing the following educational qualification and experience:

(i) Degree in Civil Engineering or Environmental Engineering or Public Health Engineering from a recognized University or Institute or passed A and B examination of the Institution of Engineers (India) in Civil Engineering.;

(ii) Post Graduate degree in Public Health Engineering or Environmental Engineering from a recognized University or Institute; and

(iii) 10 (ten) years experience in Public Health Engineering or Environmental Engineering or Municipal Services in a government department or semi- government organization or public body including investigation, design, construction, operation and maintenance of water supply or drainage or solid waste management systems and sewerage installations.

Note 1. Period of deputation (including short term contract) including period of deputation (istc) to another ex-cadre post held immediately preceding this appointment in the same or other Organisations or departments of the central Government shall not to exceed four years.

Note 2: Qualifications are relaxable at the discretion of the Union Public Service Commission for reasons to be recorded in writing, in case of candidates otherwise well qualified.

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**List of duties & responsibilities attached to the post of Deputy Adviser (PHE):-**

Scrutiny of Urban Water Supply and Sewerage / Drainage Projects, Solid Waste Management schemes. Assist in implementation of centrally sponsored programmes, appraisal of DPRs, convening meetings/workshops, preparation of technical guidelines etc. Assist in preparing Manuals and code of Practices in the field of Public Health and Environmental Engineering.

3. (i) The pay of the selected candidate will be regulated under the provisions contained in the Dept. of Personnel & Training O. M. No.2/29/91- Estt. (Pay-II) dated 05.01.1994 as amended from time to time.

(ii) The maximum age limit for appointment by deputation (istc)) shall not be exceeding 56 years as on the closing date of receipt of applications.

(iii) Candidates from Public Sector Undertakings should indicate whether the pay scale held by them is on the Central DA pattern or the Industrial DA pattern.

(iv) Consultation with Union Public Service Commission is necessary on each occasion.

Note 3. For the purpose of computing minimum qualifying service for appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1<sup>st</sup> January, 2016 or the date from which the revised pay structure based on the seventh Central Pay Commission recommendation has been extended, shall be deemed to be service rendered in the corresponding Level/pay matrix or pay scale extended based on the CCS (Revised Pay) Rules, 2016 except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the post for which that grade pay or pay scale is the normal replacement grade without any upgradation.

4. Application (in duplicate) only in the prescribed proforma (Annexure-I) of the eligible candidates whose services can be spared immediately on selection, together with the certificate from the forwarding Authority (in proforma Annexure-II) along with the following documents may be forwarded to **Shri Jagdish Chandra Upreti, Under Secretary (PHE), Ministry of Housing & Urban Affairs, Room No.305, 'C' Wing, Nirman Bhawan, New Delhi- 110108** within 60 days of publication of this advertisement in the Employment News:

(i) Integrity certificate

(ii) Cadre Clearance

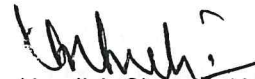
(iii) List of major/ minor penalties imposed if any, on the official during the last 10 years; (if no penalty has been imposed a 'nil' certificate should be enclosed).

(iv) Vigilance clearance certificate.

(v) Attested photocopies of the ACRs for the last five years i.e. w.e.f. 2016-17 to 2020-21. (attested on each page by an Officer not below the rank of an Under Secretary to the Govt. of India).

**Applications not forwarded through proper channel or those received without the requisite certificates and necessary documents will not be entertained.**

5. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

  
(Jagdish Chandra Upreti)  
Under Secretary (PHE)

Ministry of Housing & Urban Affairs  
Tel. No.011-23063058



Copy forwarded to:-

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1. All Ministries/Departments of Govt. of India (as per list attached).
2. All Notice Boards of Ministry of Housing & Urban Affairs
3. Sr. Technical Officer, NIC, Ministry of Housing & Urban Affairs with a request to upload the vacancy circular on the official website of the Ministry (<https://mohua.gov.in>).
4. S.O. (IT Cell) to upload the vacancy circular on e-office portal of M/o HUA
5. Director, DAVP, Ministry of Information and Broadcasting, 7<sup>th</sup> Floor, Soochana Bhavan, C.G.O Complex, Lodhi Road, New Delhi-110003- with a request to publish this circular in the ensuing issue of Employment News/रोजगार समाचार.

  
(Jagdish Chandra Upreti)

Under Secretary (PHE)  
Ministry of Housing & Urban Affairs  
Tel. No.011-23063058

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**Proforma for application for the post of Deputy Adviser (PHE) on Deputation (istc) basis in the Office of CPHEEO, Ministry of Housing & Urban Affairs**

**BIO-DATA / CURRICULUM VITAE PROFORMA**

|                        |                                                                                                                                                                                                                                                                                                                 |                                                                              |                                                        |                                                       |
|------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|--------------------------------------------------------|-------------------------------------------------------|
| 1.                     | Name and Address<br>(in Block Letters)                                                                                                                                                                                                                                                                          |                                                                              |                                                        |                                                       |
| 2.                     | Date of Birth<br>(in Christian era)                                                                                                                                                                                                                                                                             |                                                                              |                                                        |                                                       |
| 3.                     | (i) Date of entry into service                                                                                                                                                                                                                                                                                  |                                                                              |                                                        |                                                       |
|                        | (ii) Date of retirement under Central/<br>State Government Rules                                                                                                                                                                                                                                                |                                                                              |                                                        |                                                       |
| 4.                     | Educational Qualifications                                                                                                                                                                                                                                                                                      |                                                                              |                                                        |                                                       |
| 5.                     | Whether Educational and other<br>qualifications required for the post are<br>satisfied. (if any qualification has been<br>treated as equivalent to the one<br>prescribed in the Rules, state the<br>authority for the same)                                                                                     | Qualifications/<br>Experience<br>Required<br>(1)<br>(2)<br>(3)<br>(1)<br>(2) | Qualifications/<br>Experience possessed by the officer |                                                       |
| 6.                     | Please state clearly whether in the light<br>of entries made by you above, you meet<br>the requirement of the post                                                                                                                                                                                              |                                                                              |                                                        |                                                       |
| 7.                     | Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your<br>signature, if the space below is insufficient                                                                                                                                                             |                                                                              |                                                        |                                                       |
| Office/<br>Institution | Post held                                                                                                                                                                                                                                                                                                       | From                                                                         | To                                                     | Scale of Pay and Basic<br>Pay/Level in the Pay Matrix |
|                        |                                                                                                                                                                                                                                                                                                                 |                                                                              |                                                        | Nature of<br>duties (in<br>detail)                    |
| 8.                     | Nature of present employment i.e. Ad-hoc or<br>Temporary or Quasi-Permanent or<br>Permanent                                                                                                                                                                                                                     |                                                                              |                                                        |                                                       |
| 9.                     | In case the present employment is held on<br>deputation/ contract basis, please state:-<br>(a) The date of initial appointment<br>(b) Period of appointment on<br>deputation/contract<br>(c) Name of the parent office /organization<br>to which you belong                                                     |                                                                              |                                                        |                                                       |
| 10.                    | Additional details about present<br>employment.<br>Please state whether working under<br>( indicate the name of your employer against<br>the relevant column)<br>(a) Central Government.<br>(b) State Government<br>(c) Autonomous Organization<br>(d) Government Undertaking<br>(e) Universities<br>(f) Others |                                                                              |                                                        |                                                       |
| 11.                    | Are you in Revised Scale of Pay? If yes,<br>give the date from which the revision took<br>place and also indicate the pre-revised scale                                                                                                                                                                         |                                                                              |                                                        |                                                       |
| 12.                    | Total emoluments per month now drawn                                                                                                                                                                                                                                                                            |                                                                              |                                                        |                                                       |

|     |                                                                                                                                                                                                                                                                                                                                                                                                                  |  |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| 13. | Additional information, if any, which you would like to mention in support of your suitability for the post.<br>(This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/ Advertisement)<br>(Note: Enclose a separate sheet, if the space is insufficient). |  |
| 14. | Whether belongs to SC/ST                                                                                                                                                                                                                                                                                                                                                                                         |  |
| 15. | Remarks (The candidates may indicate information with regard to (i) Research Publications and reports and special projects (ii) Awards / Scholarship / Official Appreciation (iii) Affiliation with the professional bodies/ institutions/ societies and (iv) any other information<br>( Note: Enclose a separate sheet if the space is insufficient)                                                            |  |

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I have carefully gone through the vacancy circular/ advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

Signature of the Candidate  
Full Office Address-----  
Telephone No.....  
Email ID-----

Date\_\_\_\_\_

\_\_\_\_\_  
Countersigned (Employer with Seal)

**(Certificate to be furnished by the Employer/ Head of Office/Forwarding Authority)**

Certified that the particulars furnished by \_\_\_\_\_  
are correct and he/she possesses educational qualifications and experience mentioned in the vacancy circular.

2. Also certified that:-

- i. There is no vigilance or disciplinary case pending/contemplated against Shri/Smt. \_\_\_\_\_
- ii. His/ Her integrity is certified.
- iii. His/Her Cadre Clearance is enclosed. It is also certified that in the event of selection he/she will be spared immediately.
- iv. His/ Her CR Dossier in original is enclosed/ photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary to the Govt. of India or above, are enclosed.
- v. \*No major/minor penalty has been imposed on him/her during the last 10 years. A list of major/minor penalties imposed on him/her during the last 10 years is enclosed.\*

Signature :  
Name & Designation :  
Telephone No. :  
Fax No. :  
Office Seal :

**Place:**

**Dated:**

**List of enclosure:**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

(\*Strike out which is not applicable.)

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Copy to:-

1. The Secretary, Union Public Service Commission (UPSC), Dholpur House, Shahjahan Road, New Delhi-110069
2. All Ministries/ Departments of the Government of India. It is requested that the vacancy may also be circulated amongst the Public Sector Undertakings/Autonomous Bodies under their administrative control.
3. Director, Division of Retraining & Redeployment Division (Central Surplus Cell), Department of Personnel and Training, R. No. 348, Lok Nayak Bhawan, New Delhi-110003
4. Director General (Resettlement), M/o Defence, West Block-4, R. K. Puram, New Delhi- 110066
5. Chief Secretaries of all the State Governments/ U. T. Administrations.
6. The Public Health Engineering Departments of all states and Union Territories for circulation amongst all bodies concerned under them.
7. Director General (Works), Central Public Works Department (CPWD), Nirman Bhawan , New Delhi
8. Chief Secretary, Government of NCT of Delhi, Under Hill Road, 5 Shamnath Marg, Delhi- 110054.
9. Director General, Council of Scientific and Industrial Research (CSIR), Anusandhan Bhawan, New Delhi-110001
10. Chief Planner, Town and Country Planning Organisation (TCPO), E-Block, Vikas Bhawan, New Delhi- 110002
11. Delhi Development Authority, New Delhi
12. Chairman & Managing Director, Hindustan Prefab Limited, Jangpura, New Delhi- 14
13. Chairman-cum-General Manager, National Building Construction Corporation Ltd., NBCC Bhawan, Lodhi Road, New Delhi-110003
14. Chairman & Managing Director, HUDCO Ltd., HUDCO Bhawan, Core- 7- A, India Habitat Centre, Lodhi Road, New Delhi-110003
15. Secretary, Delhi Jal Board, Varunalaya Phase- II, Karol Bagh, New Delhi- 5
16. Director, National Institute of Urban Affairs (NIUA), Core 4 B, India Habitat Centre, Lodhi Road, New Delhi-110003.
17. Joint Advisers (PHEE), CPHEEO, Ministry of Housing & Urban Affairs
18. NIC, Ministry of Housing & Urban Affairs for uploading the enclosed material on the Ministry's Website:<https://mohua.gov.in>
19. IT Cell- with request to upload it on MoHUA eoffice portal.

