

Circular regarding sponsoring names for the post of Veterinary Officer in Municipal Corporation of Delhi on Deputation basis.

Director Personnel < director-ced@mcd.nic.in >

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To "Dr. Chandra Bhushan Kumar IAS"<cs-andaman@nic.in>,"adcgovpb"<adcgovpb@gmail.com>,"Office of the Administrator DNH DD"<administrator-dnh@nic.in>,"cs-jandk"<cs-jandk@nic.in>,"Sh. Umang Narula"<narulau@ias.nic.in>,"Advisor to LG"<advisor-lg-ladakh@gov.in>,"Advisor to the Administrator UTL"<lk-advisor@gov.in>,"Praful Patel"<lk-admin@nic.in>,"Shri Dharmendra"<csdelhi@nic.in>,"Dr Sharat Chauhan, I.A.S , Chief Secretary to Government, Government of Puducherry"<cs.pon@nic.in>,"CGDA Office"<cgda@nic.in>,"CAG Office"<cagoffice@cag.gov.in>,"KV Hamza"<sys@nic.in>,"Director General Posts"<dgposts@indiapost.gov.in>,"Sh Anil Kumar Singh"<secservices@nic.in>,"ceodelhicanth"<ceodelhicanth@gmail.com>,"Manoj Kumar Verma"<rga.dhc@nic.in>,"SH Ravi Agrawal"<chairmancbdt@nic.in>,"vcdda"<vcdda@dda.org.in>,"Satinder Pal Singh"<cpwd_dgw@nic.in>,"Chairperson NDMC"<chairperson@ndmc.gov.in>,"Shri Sanjay Kumar Agarwal"<chmn-cbic@gov.in>,"RAJIB DHAR CHOUDHURY"<rajib_3441@dmrc.org>,"Prashant Goyal"<psud@nic.in>,"Dr ML Jat"<dg.icar@nic.in>

Please find attached Circular No. AO/SO-V/CED/MCD/2025/1791 dated 04.08.2025 regarding sponsoring names for the post of Veterinary Officer in Municipal Corporation of Delhi on Deputation basis along with proforma for application. The names of suitable and willing officers fulfilling the prescribed conditions, along with their application, Bio-data duly attested by Employer, ACRs for the preceding five (5) years, integrity Certificate, Vigilance Clearance and Cadre Clearance etc. may please be forwarded, within a period of 30 days to the office of Director Personnel, Municipal Corporation of Delhi, 22nd Floor, Dr. S.P. Mukherjee Civic Centre, J.N. Nehru Marg, New Delhi-110002.

**Administrative Office
Central Establishment Department
Municipal Corporation of Delhi.**

1 Attachment(s)

Circular No. 1791.pdf

1.2 MB



MUNICIPAL CORPORATION OF DELHI

CENTRAL ESTABLISHMENT DEPARTMENT

22nd Floor, Dr. S.P. Mukherjee Civic Centre,

J.L. Nehru Marg, New Delhi-110002

Email: director-ced@mcd.nic.in, Ph:011-23227203



No.AO/SO-V/CED/MCD/2025/1791

Dated: 04.08.2025

CIRCULAR

1. All Secretaries, Government of India.
2. All Chief Secretaries, States/UTs.
3. The Secretary (Services), GNCTD, New Sachivalya, I.P. Estate, New Delhi-110002.
4. The Chief Executive Officer, Delhi Cantonment Board, Delhi Cantt.-110010.
5. The Director General (ICAR), Krishi Bhavan, New Delhi-110001.

Subject: - Sponsoring names for the post of Veterinary Officer in Municipal Corporation of Delhi on Deputation basis-further extension of date for submitting application.

Ref No. AO/SO-V/CED/MCD/2025/1162 dated 17.06.2025

Sir/Madam,

I am directed to refer to the subject mentioned above and to say that the following post is required to be filled up urgently in Municipal Corporation of Delhi on deputation basis:-

1. **Name of the Post:** Veterinary Officer
2. **Pay Level:** Level-10 (Rs. 56100-177500) in the Pay Matrix
3. **Eligibility Conditions:-**

Transfer on Deputation:

Officers of the Central Govt./State Govt./UT/Public Sector Officers of the Central/State Govts. holding analogous posts (Period of Deputation shall ordinarily not exceed 3 years).

Essential qualification:

- (i) Bachelor of Veterinary Science (B.V. Sc.) from a recognized University or equivalent.
- (ii) 3 Years' professional experience in a responsible capacity.
- (iii) Knowledge of Hindi.

2. Since the MCD follows the Rules/Regulations/Instructions of the Govt. of India, the laid down terms and conditions of deputation of Govt. of India shall be applicable mutatis mutandis to the officer on deputation basis in Municipal Corporation of Delhi. Further, the maximum age limit for appointment on deputation shall be not exceeding 56 years as on the closing date of receipt of applications.

3. It is, therefore, requested that the names of suitable and willing officers fulfilling the prescribed conditions, along with their Application, Bio-data duly attested by Employer, ACRs/CRs/APARs for the preceding five (5) years, Integrity Certificate, Vigilance Clearance and Cadre Clearance for three (03) years etc. may please be forwarded, **within a period of 30 days from the issue of this circular (i.e. upto 03.09.2025)** so as to reach in the office of:-

**Director Personnel,
Municipal Corporation of Delhi,
22nd Floor, Dr. S.P. Mukherjee, Civic Centre,
J.L. Nehru Marg New Delhi-110002**

An advance copy of the application may be delivered at the given address and also be email at director-ced@mcd.nic.in, to enable us to consider selection for appointment to the above-said post on deputation basis.

4. This may please be given **TOP PRIORITY**.

Encl:- Bio-data Proforma

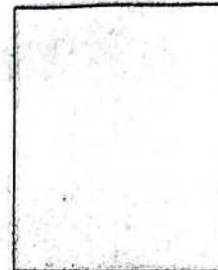


Administrative Officer (Estt.)-II

Copy to: - Director (IT), with the request to upload the Circular on MCD's website.

APPLICATION FOR THE POST OF IN MUNICIPAL CORPORATION OF DELHI ON DEPUTATION BASIS.

- 1 Name and address in Block letters :-
- 2 Mobile No. & Email ID :-
- 3 Date of Birth (in Christian era) :-
- 4 Date of retirement under Central/State Government Rules :-
- 5 Educational Qualifications :-
- 6 Whether education and other qualification required for the post are satisfied :-
(Details of given qualification)
- 7 Please state clearly whether in the light of entries made by you above, you meet the requirements of the post and you are eligible as per RRs.
- 8 Details of employment, In chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is Insufficient.



Period		Post held	Pay Scale/ Grade Pay	Office	Nature of Duties
From	To				

- 9 Nature of present employment i.e. Adhoc or temporary or quasi-permanent or permanent :-
- 10 In case the present employment is held on deputation/contract basis, please state :-
(a) The date of initial appointment
(b) Period of appointment on deputation/contract
(c) Name of the parent office/organization to which you belong
- 11 Additional details about present employment. :-
Please state whether working under:
(a) Central Government
(b) state Govt.
(c) Autonomous Organization
(d) Government Undertaking
(e) Universities
(f) Others

12 Details of Pay Scale on initial appointment and subsequent promotions.

S.No.	1st appointment/Promotions	Date	Pay Scale/Grade Pay	Whether held on Regular/Adhoc/ACP/MACP basis
1				
2				
3				
4				
5				

*If financial up-gradation on ACP/MACP basis, please give details of regular promotion also.

- 13 Additional information, if any, which you would like to mention in support of your suitability for the post, Enclose a separate sheet, if the space is insufficient

14 Remarks :-

Date:-

Signature of the candidate:-

Address:-

Countersigned
(Employer)

CERTIFICATE

(To be given by Head of Office of the Applicant)

- 1 It is certified that the particulars furnished by the official are correct.
- 2 It is certified that no disciplinary/vigilance case is either pending or contemplated against the applicant and he/she is clear from vigilance angle.
- 3 The record of service of the official has been carefully scrutinized and it is certified that there is no doubt about his/her integrity.
- 4 It is certified that the officer is eligible to hold this post as per the provisions of the Recruitment Rules mentioned in deputation vacancy circular.

NAME OF THE OFFICER/DESIGNATION
WITH OFFICIAL SEAL OF HEAD OF OFFICE

DATE:-

NOTE:- Application should be forwarded through proper channel with approval of Competent Authority.