

**SERVICES DEPARTMENT: COORDINATION BRANCH**  
**DELHI SECRETARIAT, 5<sup>th</sup> LEVEL, 'A' WING**  
**I.P. ESTATE, NEW DELHI-110002**  
**{<http://services.delhigovt.nic.in>}**

F.10(306)/Coord/2018/Vol-IV/081568659/1034-1037

Dated: 19/04/2021

To

All HODs/Pr. Secretaries/Secretaries,  
Govt. of NCT of Delhi and  
Autonomous Bodies of Delhi

Madam/Sir,

I am directed to upload the following letters/vacancy circulars/ Office Memorandums received from Ministries/Departments for circulation. This is for your kind information:

S No	Departments	Letter No. & Date	Subject	Last date
1	Directorate General of Civil Aviation, M/o Civil Aviation, Aurobindo Road, New Delhi-110003	F.No.A-35018/2/2021-E-II Section-DGCA dt. 17.03.21 (email dt. 24.03.21 (CS/2021/8279)	Proposal for filling up of 04 (Four) posts of Assistant Director Airworthiness on deputation (including short-term contract basis).	Within 60 days from the date of advertisement in Employment News/Rozgar Samachar.
2	M/o Consumer Affairs, Food & Public Distribution, Department of Food & Public Distribution, Govt. of India	A-12024 /1/20143-SRA dated 17.03.2021 (mail dt. 25.03.2021, CS/2021/8346)	Filling up the posts of Assistant Director (S&R) in M/o Consumer Affairs, Food & Public Distribution, Deptt. of Food & Public Distribution, by transfer on deputation basis.	Within 60 days from the date of issue of circular dated 27.03.2021.
3	M/o Water Resources, River Development & Ganga Rejuvenation (GWE Section) Govt. of India,	No.F.A-35021/9/2020-(GW Estt) Section-MOWR Dt. nil (GAD/2021/950 1 dt. 25.03.21)	Filling up the 01 (one) post of Director (Administration) in the central Ground Water Board under the M/o Jal Shakti,	Within two months from the date of publication of circular of department concerned, in the Employment News/Rozgar Samachar Weekly
4	M/o Finance, Gol, Department of Economic Affairs Regulatory Establishment Section	F.No.2/1/2021-RE dated 24.03.2021 (GAD/2021/974 8)	Filling up the posts(s) of Whole Time Member, Securities and Exchange Board of India on deputation/ contract basis.	30.04.2021
5	M/o Corporate Affairs, Serious Fraud Investigation Office, Govt. of India	No.02/01/2019-Admn. / SFIO dt. 22.03.2021 (GAD/2021/9740)	Filling up of one post of Sr. Assistant Director (Customs & Central Excise) in Serious Fraud Investigation Office on deputation (including short term contract) basis,	Within 60 days from the date of publication of this advertisement in the Employment News

6	M/o Corporate Affairs, Govt. of India, Shastri Bhawan, Delhi	No.05/1/2020-IEPF-MCA-Part(1) dt. 31.03.21 (CS/2021/8714)	Invitation of applications for the post of General Manager in Investor Education and Protection Fund Authority established under section 125 of the Companies Act, 2013.	03.05.2021
7	The Chief Architect Department of Urban Planning, Chandigarh Administration.	No.(TP)A-27/STP-2021/2733 dt. 24.03.21 (GAD/2021/0403)	Filling up two (02) posts of Planning Officer on deputation in the Town Planning Wing, Department of Urban Planning, Chandigarh Administration	Within 60 days of the publication of the advertisement in employment news.
8	M/o Shipping, Govt. of India, Inland Waterways Authority of India. Noida.	IWAI-17011 /11/2020-Admn. Dt. 23.03.2021 (GAD/2021/10171 )	Filling up of the post of Chief Engineer on deputation basis in IWAI-reg.	07.05.2021
9	UPSC, Dholpur House, New Delhi.	F.No.A-35021/02/2019-Admn. II (GAD/2021/9504)	Filling up of 01 vacancy in the grade of Library & Information Officer (General Central Service, Gp-A, Gz., Non-Ministerial) on deputation (ISTC) plus promotion basis.	Within 60 days of the publication of the circular in the Employment News/Rozgar Samachar.

Yours faithfully

Encl: As above.

  
(PRADEEP KUMAR)  
SECTION OFFICER

Dated: 19/04/2021

F.10(306)/Coord/2018/Vol-IV/081568659/1034-1037

Copy for information to:

1. All Dy. Secy. Services Department, Govt. of NCT of Delhi
2. PS to. Pr. Secretary (Services), Govt. of NCT of Delhi.
3. PA to Special Secretary-I/II, Govt. of NCT of Delhi

  
(PRADEEP KUMAR)  
SECTION OFFICER



25 MAR 2021

Dholpur House, Shahjahan Road  
New Delhi-110069  
Dated: 1.3.2021

**VACANCY CIRCULAR**

**Subject:** Filling up of 01 vacancy in the grade of Library & Information Officer [General Central Service, Gp-'A', Gz., Non-Ministerial] in level-11 by Composite Method [Deputation (ISTC) plus promotion basis] - reg.

It is proposed to filling up of 01 vacancy in the grade of Library & Information Officer [General Central Service, Gp-'A', Gz., Non-Ministerial] in level-11 by Composite Method [Deputation (ISTC) plus promotion basis] - reg.

**2. Eligibility Conditions: Composite Method**

**[Deputation (including short-term contract) plus promotion] basis:**

Officers of the Central Government or State Government or Union Territories or Public Sector Undertakings or Universities or recognized research institutions or autonomous or statutory or Semi-Government organizations -

- (a). (i) holding analogous posts on regular basis or equivalent; or  
(ii) with seven years' service in the grade rendered after appointment thereto on a regular basis in Level-7 (Rs. 44,900-1,42,400/-) of the Pay Matrix or equivalent;

(b) Possessing the following **Educational qualification and experience**, namely;

**A. Essential:**

- (i) Master's degree in Library Science or Library and Information Science from a recognized University or institute; and  
(ii) five years professional experience in a Library under Central Government or State Government or Union Territory or autonomous or statutory organization or Public Sector Undertakings or University or recognized research or educational institution;

**B. Desirable:**

- (i) One year experience of computerizing library activities in a Library under Central Government or State Government or Union Territories or autonomous or statutory organization or Public Sector Undertakings or University or recognized research or educational institution;  
(ii) Diploma in Computer Applications from a recognized University or institute.

**Note:** The Departmental Assistant Library Information Officer in Level-7 (Rs. 44,900-1,42,400/-) of the pay matrix with seven years of regular service and possessing Bachelor's Degree in Library Science or Library and Information Science from a recognized university or institute and having completed successful training of two to three weeks in the field of Library and Library Science shall also be considered along with outsiders and in case he is selected for appointment to the post, the same shall be deemed to have been filled by promotion.

25 MAR 2021

Mr. Yogendra  
31.3.21

312/

3. List of duties / responsibilities attached to the post of Library & Information Officer in UPSC:

- (i) The officer shall have the custody and safe keeping of books, property and belonging to the library.
- (ii) Supervises the work related to running of library and dissemination of information.
- (iii) To perform a variety of professional library duties, which require an in depth theoretical understanding of library.
- (iv) Purchase and supply of books, periodicals and other publications required in the branches and their proper entries in the Accession Register.
- (v) To supervise the maintenance of all record of library from time to time including issue and return of Library books.
- (vi) to formulate Budget estimates for the library.
- (vii) updating the current information through magazines, journals, pamphlets newspapers and newsletters.
- (viii) Submitting of important news press clippings to HoDs.
- (ix) Any other work assigned from time to time.

4. Regulation of pay and other terms of deputation : -

The pay of the selected candidate will be regulated under the provisions contained in the DoP&T OM. No. 6/8/2009-Estt.(pay-II) dated 17.6.2010 as amended from time to time.

5. Age-limit :-

The maximum age limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications.

6. Period of deputation : -

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

7. 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:

- (i) Integrity certificate
- (ii) 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).
- (iii) Vigilance clearance certificate.
- (iv) Attested photocopies of the APARs for the last five years (2015-16 to 2019-20) (attested on each page by an officer not below the rank of an Under Secretary to the Govt. of India).

*all*



30/12

The required documents mentioned at the end of Annexure, may be forwarded to Sh. Shailesh Gautam, Under Secretary (Admn.II), Room No. 424-B, Ayog Sachivalaya, Union Public Service Commission, Dholpur House, Shahjahan Road, New Delhi-110069, **within 60 days** of the publication of the circular in the Employment News/ Rozgar Samachar. **Applications are invited through offline as well as online method on the website of UPSC i.e. <http://www.upsc.gov.in/vacancy-circulars>.** Applications not forwarded through proper channel or those received without the requisite certificates and necessary documents will not be entertained.

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

*"Government strives to have a workforce which reflects gender balance and women candidates are encouraged to apply".*

(Shailesh Gautam)  
Under Secretary(Admn.II)  
Union Public Service Commission  
Tel. No. 011-23388476

**Copy forwarded to:-**

1. All Ministries/Departments of Govt. of India (as per list attached).
2. Principal Secretaries of State Governments/ Union Territories, Cadre Controlling Authorities of Universities/ Recognised Research Institutions/ public sector undertakings/Semi-Government/statutory and autonomous organizations (as per list attached); with a request to give wide publicity to this Vacancy Circular.
3. All Notice Boards of UPSC-eligible and interested officers may forward their applications through their concerned Admn. Section with the stipulated date.
4. Web Cell, UPSC with a request to upload the vacancy circular on the official website of the Commission.
5. Assistant Director, Advertisement Section, Employment News, Ministry of Information & Broadcasting, Room No.764, 7th Floor, Soochana Bhawan, C.G.O Complex, Lodhi Road, New Delhi - 110003
6. NIC, DoP&T- with a request to upload the vacancy circular on the official website of DoP&T.
7. National Career Service (NCS) Portal of Ministry of Labour & Employment, Shram Shakti Bhawan, Rafi Marg, New Delhi-110001- for uploading the vacancy circular on their official website.

(Shailesh Gautam)  
Under Secretary(Admn.II)  
Union Public Service Commission  
Tel. No. 011-23388476

**BIO-DATA PROFORMA**

1. Name & Address (in Block Letters)	
2. Date of Birth (in Christian Era)	
3. (i) Date of entry in service	
(ii.) Date of retirement under Central/State Govt. Rules	
4. Educational Qualifications	
5. Whether Educational & other qualifications required for the post are satisfied. (if any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)	
<b>Qualifications/Experience required as mentioned in the advertisement/vacancy circular</b>	<b>Qualifications/Experience possessed by the officer</b>
(a) Do you hold analogous post on regular basis in the parent cadre or Department? or	
(b) Do you possess <b>seven</b> years' service in the grade rendered after appointment thereto on a regular basis in the level-7 (Rs.44900-142400/-) of the pay matrix or equivalent; and	
<b>Essential</b>	<b>Essential</b>
(c) (i) Do you possess <b>Master's</b> degree in Library Science or Library and Information Science from a recognized University or institute; and	
(d) Do you possess <b>five</b> years professional experience in a Library under Central Government or State Government or Union Territories or autonomous or statutory organizations or Public Sector Undertakings or Universities or recognized research or educational institutions	
<b>Desirable</b>	<b>Desirable</b>
(e) Do you hold <b>One</b> year experience of computing library activities in a Library under Central Government or State Government or Union Territories or autonomous or statutory organization or public sector undertakings or university or recognised research or educational institution	
(f) do you possess Diploma in Computer Applications from a recognised university or institute	



309/10

5.1 Note: This column needs to be amplified to indicate Essential & Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular & issue of Advertisement in the Employment News.

5.2 In the case of Degree & Post Graduate Qualifications Elective/Main Subjects & subsidiary subjects may be indicated by the candidate.

6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post

6.1 Note: Borrowing departments are to provide their specific comments/views confirming the relevant Essential Qualification/Work Experience possessed by the candidate (as indicated in the Bio-Data) with reference to the post applied.

7. Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Office/ Institution	Post held on regular basis	From	To	*Pay Band & Grade Pay/Pay Scale of the post held on regular basis	Nature of duties (in detail) highlighting experience required for the post applied for

\*Important: Pay band & Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band & Grade Pay/Pay Scale of the post held on regular basis to be mentioned.

Details of ACP/MACP with present Pay Band & Grade Pay where such benefits have been drawn by the candidate, may be indicated as below:-

Office/ Institution	Pay, Pay Band & Grade Pay drawn under ACP/MACP scheme	From	To

20/11

Nature of present employment i.e Ad-hoc or Temporary or Quasi-Permanent or Permanent			
9. In case the present employment is held on deputation/contract basis, please state:-			
a) Date of initial appointment	b) Period of appointment on deputation/contract	c) Name of the parent office/organization to which the applicant belongs	d) Name of the post & Pay of the post held in substantive capacity in the parent organisation

**9.1** Note: In case of officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance & Integrity Certificate.

**9.2** Note: Information under Column 9(c) to (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/organization.

10. If any post held on Deputation in the past by the applicant, date of return from the last deputation & other details.	
11. Additional details about present employment:- Please state whether working under (indicate the name of your employer against the relevant column) (a) Central Govt. (b) State Govt. (c) Autonomous Organisation (d) Government Undertaking (e) Universities (f) Others	
12. Please state that you are working in the same department and are in the feeder grade or feeder to feeder grade	
13. Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale	

all



307

14. Total emoluments per month now drawn.		Total Emoluments
Basic pay in the PB	Grade Pay	
15. In case the applicant belongs to an organization which is not following the Central Govt. pay-scales, the latest salary slip issued by the organization showing the following details may be enclosed:		
Basic Pay with Scale of Pay & rate of increment	Dearness pay/interim relief/other allowances etc. (with break-up details)	Total Emoluments
16.A Additional information, if any, which you would like to mention in support of your suitability for the post. (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) (Enclose a separate sheet if the space is insufficient)		
16.B Achievements The candidates are requested to indicate information with regard to:- (i) Research publications & reports and special projects (ii)Awards/scholarships/official appreciation (iii)Affiliation with the professional bodies/institutions/societies and; (iv)Patents registered in own name or achieved for the organization (v)Any research/innovative measure involving official recognition (vi)Any other information		
17. Please state whether you are applying for deputation (ISTC)/absorption/re-employment basis# (Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-government organizations are eligible only for short-term contract)		
#The option of 'STC'/'Absorption'/'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment".		
18. Whether belongs to SC/ST		

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the curriculum vitae duly supported by the documents in respect of Essential Qualification/Work Experience 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)

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

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

*21/1*

(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.

Also certified that:-

- i. There is no vigilance or disciplinary case pending/contemplated against Shri/Smt.....
- ii. His/Her integrity is certified.
- iii. The photocopies of the APARs for the last 5 years (for the year from 2015-16 to 2019-20) duly attested by an officer of the rank of Under Secretary to the Govt. of India or above, are enclosed.
- iv. \*No major/minor penalty has been imposed on him/her during the last 10 years.
- v. \*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.)

ml



सं. ए-35021/02/2019-प्रशा.॥

संघ लोक सेवा आयोग  
धौलपुर हाउस, शाहजहां रोड  
नई दिल्ली-110069

दिनांक : 20.12.2021

रिक्ति परिपत्र

विषय : स्तर 11 में पुस्तकालय एवं सूचना अधिकारी (सामान्य केन्द्रीय सेवा, समूह 'क', राजपत्रित, अननुसचिवीय) के एक पद को संयुक्त पद्धति [प्रतिनियुक्ति (अल्पकालीन संविदा सहित) तथा पदोन्नति के आधार पर] से भरे जाने के संबंध में।

स्तर 11 में पुस्तकालय एवं सूचना अधिकारी (सामान्य केन्द्रीय सेवा, समूह 'क', राजपत्रित, अननुसचिवीय) के एक पद को प्रतिनियुक्ति (अल्पकालीन संविदा सहित) तथा पदोन्नति के आधार पर भरे जाने का प्रस्ताव है।

2. पात्रता की शर्तें :- संयुक्त पद्धति :- 1.प्रतिनियुक्ति(अल्पकालिक संविदा सहित) तथा पदोन्नति के आधार पर :

केन्द्र सरकार अथवा राज्य सरकारों अथवा संघ शासित क्षेत्रों अथवा सार्वजनिक क्षेत्र के उपक्रमों अथवा विश्वविद्यालयों अथवा मान्यता प्राप्त अनुसंधान संस्थाओं अथवा स्वायत्तशासी अथवा सांविधिक अथवा अर्द्ध-सरकारी संगठनों के ऐसे अधिकारी :

(क)(i) जो नियमित आधार पर सदृश या समतुल्य पद धारण किए हुए हैं; अथवा

(ii) जिन्होंने वेतन मेट्रिक्स के स्तर-7 (44,900-1,42,400/- रु.) या समतुल्य में नियुक्ति के उपरांत, उस ग्रेड में नियमित आधार पर सात वर्ष की नियमित सेवा की हो; तथा

(ख) जो निम्नलिखित शैक्षणिक अर्हता तथा अनुभव प्राप्त हों:-

क. अनिवार्य

(i) किसी मान्यताप्राप्त विश्वविद्यालय या संस्थान से पुस्तकालय विज्ञान या पुस्तकालय एवं सूचना विज्ञान में मास्टर डिग्री; तथा

(ii) केन्द्र सरकार अथवा राज्य सरकार अथवा संघ शासित क्षेत्र अथवा स्वायत्तशासी अथवा सांविधिक संगठन अथवा सार्वजनिक क्षेत्र के उपक्रम अथवा विश्वविद्यालय अथवा मान्यता प्राप्त अनुसंधान या शैक्षणिक संस्था के अंतर्गत किसी पुस्तकालय में पांच वर्ष का व्यावसायिक अनुभव।

21/12/21

304/1  
ब. वांछनीय

(ii) केन्द्र सरकार अथवा राज्य सरकार अथवा संघ शासित क्षेत्रों अथवा स्वायत्तशासी अथवा सांविधिक संगठन अथवा सार्वजनिक क्षेत्र के उपक्रमों अथवा विश्वविद्यालय अथवा मान्यता प्राप्त अनुसंधान या शैक्षणिक संस्था के अंतर्गत किसी पुस्तकालय में पुस्तकालय संबंधी कार्यकलापों के कंप्यूटरीकरण का एक वर्ष का अनुभव।

(iii) किसी मान्यताप्राप्त विश्वविद्यालय अथवा संस्थान से कंप्यूटर एप्लीकेशन में डिप्लोमा।

**टिप्पणी:** ऐसे विभागीय सहायक पुस्तकालय एवं सूचना अधिकारी, जिन्होंने वेतन मेट्रिक्स के स्तर-7 (44,900-142400/- रु.) में सात वर्ष की नियमित सेवा पूरी कर ली है और जिनके पास किसी मान्यताप्राप्त विश्वविद्यालय या संस्थान से पुस्तकालय विज्ञान या पुस्तकालय एवं सूचना विज्ञान में स्नातक डिग्री है और जिन्होंने पुस्तकालय तथा पुस्तकालय विज्ञान के क्षेत्र में दो से तीन सप्ताह का प्रशिक्षण सफलतापूर्वक पूरा किया है, उन पर भी बाह्य उम्मीदवारों के साथ विचार किया जाएगा और यदि इस पद पर नियुक्ति हेतु ऐसे किसी उम्मीदवार का चयन हो जाता है तो उक्त पद को पदोन्नति के माध्यम से भरा गया माना जाएगा।

4. संघ लोक सेवा आयोग में पुस्तकालय एवं सूचना अधिकारी पद से जुड़े कार्यों/जिम्मेदारियों की सूची :-

- (i) अधिकारी पर पुस्तकालय की पुस्तकों तथा संपत्ति की अभिरक्षा और सुरक्षा की जिम्मेदारी होगी।
- (ii) पुस्तकालय के संचालन से संबंधित कार्य का पर्यवेक्षण और सूचना का प्रसार।
- (iii) पुस्तकालय से संबंधित विभिन्न प्रकार के व्यावसायिक (प्रोफेशनल) कार्य, जिनके लिए पुस्तकालयों का गहन सैद्धांतिक ज्ञान आवश्यक है।
- (iv) पुस्तकों तथा आवधिक प्रकाशनों सहित शाखाओं की आवश्यकता के अनुसार अन्य प्रकाशनों की खरीद और आपूर्ति और प्राप्ति रजिस्टर में इनकी समुचित प्रविष्टि करना।
- (v) समय-समय पर पुस्तकालय के समस्त रिकार्ड के रख-रखाव कार्य का पर्यवेक्षण, जिसमें पुस्तकालय की किताबों को जारी तथा वापस करने संबंधी रिकार्ड भी शामिल है।
- (vi) पुस्तकालय का बजट प्राक्कलन तैयार करना।
- (vii) पत्रिकाओं, जर्नलों, पैंफलेटों, समाचार-पत्रों तथा सूचना पत्रों के माध्यम से समसामयिक जानकारी को अद्यतन करना।
- (viii) विभागाध्यक्षों को महत्वपूर्ण समाचारों की कतरन प्रस्तुत करना।
- (ix) समय-समय पर सौंपे गए अन्य कार्य।

4. वेतन का विनियमन और प्रतिनियुक्ति की अन्य शर्तें :-

चयनित उम्मीदवार का वेतन, कार्मिक एवं प्रशिक्षण विभाग के दिनांक 17.06.2010 के समय-समय पर यथासंशोधित का.प्र. सं. 6/8/2009-स्था.(वेतन-II) में निहित उपबंधों के अधीन विनियमित होगा।

5.7.25



5. आयु सीमा :-

प्रतिनियुक्ति द्वारा नियुक्ति के लिए अधिकतम आयु सीमा, आवेदन प्राप्ति की अंतिम तारीख को छप्पन वर्ष से अधिक नहीं होगी।

6. प्रतिनियुक्ति की अवधि :-

केन्द्रीय सरकार के उसी या किसी अन्य संगठन या विभाग में इस नियुक्ति से ठीक पहले धारित किसी अन्य संवर्ग-बाह्य पद पर प्रतिनियुक्ति की अवधि (अल्पकालीन संविदा सहित) सहित इस प्रतिनियुक्ति की अवधि (अल्पकालीन संविदा सहित) चार वर्ष से अधिक नहीं होगी।

7. पात्र उम्मीदवारों के आवेदन पत्र (दो प्रतियों में), जिन्हें चयन होने पर तत्काल कार्यमुक्त किया जा सकता है, निर्धारित प्रपत्र (अनुबंध-I) में निम्नलिखित दस्तावेजों के साथ, अग्रेषण प्राधिकारी के प्रमाण-पत्र (अनुबंध-II में दिए गए प्रपत्र में) सहित अग्रेषित कर दिए जाएं:

- (i) सत्यनिष्ठा प्रमाणपत्र।
- (ii) कर्मचारी पर पिछले 10 वर्षों के दौरान लगाई गई दीर्घ/लघु शास्तियां, यदि कोई हों, की सूची (यदि कोई शास्ति नहीं लगाई गई है तो 'शून्य' प्रमाण-पत्र संलग्न किया जाए)।
- (iii) सतर्कता अनापत्ति प्रमाणपत्र।
- (iv) पिछले 5 वर्षों (2015-16 से 2019-20) की वार्षिक कार्य-निष्पादन मूल्यांकन रिपोर्ट (एपीएआर) की अनुप्रमाणित फोटोप्रतियां (भारत सरकार के कम-से-कम अवर सचिव स्तर के किसी अधिकारी द्वारा प्रत्येक पृष्ठ पर विधिवत अनुप्रमाणित)।

अनुबंध के अंत में उल्लिखित आवश्यक दस्तावेज के साथ आवेदन पत्र, श्री शैलेश गौतम, अवर सचिव (प्रशा. II), कमरा नं. 424-बी, आयोग सचिवालय, संघ लोक सेवा आयोग, धौलपुर हाऊस, शाहजहां रोड, नई दिल्ली-110069 को, इस परिपत्र के इम्प्लायमेंट न्यूज़/रोजगार समाचार में प्रकाशन की तारीख से 60 दिन के भीतर अग्रेषित कर दिए जाएं। आवेदन ऑफलाइन तथा आयोग की वेबसाइट <http://www.upsc.gov.in/vacancy-circulars> पर ऑनलाइन आमंत्रित हैं। वे आवेदन पत्र जो उचित माध्यम द्वारा अग्रेषित नहीं किए गए हैं अथवा अपेक्षित प्रमाण-पत्र और आवश्यक दस्तावेजों के बिना अग्रेषित आवेदन-पत्रों पर विचार नहीं किया जाएगा।

8. इस पद के लिए आवेदन करने वाले उम्मीदवारों को बाद में उम्मीदवारी वापस लेने की अनुमति नहीं दी जाएगी।

**"सरकार ऐसा कार्मिक बल तैयार करने के लिए प्रयासरत है, जो महिला और पुरुष कर्मियों के संतुलन को दर्शाती हो और महिला उम्मीदवारों को आवेदन करने के लिए प्रोत्साहित किया जाता है।"**

21/12/21

(शैलेश गौतम)

अवर सचिव (प्रशा. II)

संघ लोक सेवा आयोग

टेलीफोन नं. 011-23388476

3040

प्रति प्रेषित :-

1. भारत सरकार के सभी मंत्रालय/विभाग (संलग्न सूची के अनुसार)
2. राज्य सरकारों/संघ शासित क्षेत्रों के प्रधान सचिवों, विश्वविद्यालयों/ मान्यताप्राप्त अनुसंधान संस्थाओं/ सार्वजनिक क्षेत्र के उपक्रमों/ अर्ध-सरकारी/ सांविधिक और स्वायत्तशासी संगठनों के संवर्ग नियंत्रण प्राधिकारियों (संलग्न सूची के अनुसार) को इस अनुरोध के साथ कि वे कृपया इस रिक्ति परिपत्र को व्यापक स्तर पर परिचालित करें।
3. संघ लोक सेवा आयोग के सभी नोटिस बोर्ड - पात्र और इच्छुक अधिकारी, अपने आवेदन अपने संबंधित प्रशासन अनुभाग के माध्यम से निर्धारित तारीख तक भेजें।
4. वेब सेल, संघ लोक सेवा आयोग को इस अनुरोध के साथ कि इस रिक्ति परिपत्र को आयोग की आधिकारिक वेबसाइट पर अपलोड करें।
5. सहायक निदेशक, विज्ञापन अनुभाग, एंज्लॉयमेंट न्यूज, सूचना एवं प्रसारण मंत्रालय, कमरा नं. 764, 7वां तल, सूचना भवन, सीजीओ कॉम्प्लेक्स, लोधी रोड, नई दिल्ली- 110003
6. एनआईसी, कार्मिक एवं प्रशिक्षण विभाग- इस अनुरोध के साथ कि इस रिक्ति परिपत्र को कार्मिक एवं प्रशिक्षण विभाग की आधिकारिक वेबसाइट पर अपलोड करें।
7. राष्ट्रीय करिअर सेवा(एनसीएस) पोर्टल, श्रम एवं रोजगार मंत्रालय, श्रम शक्ति भवन, रफी मार्ग, नई दिल्ली- 110001- इस अनुरोध के साथ कि इस रिक्ति परिपत्र को अपनी आधिकारिक वेबसाइट पर अपलोड करें।

21/11  
(शैलेश गौतम)

अवर सचिव (प्रशा. II)

संघ लोक सेवा आयोग

टेलीफोन न. 011-23388476



3011C

## अनुबंध-1

संघ लोक सेवा आयोग कार्यालय में पुस्तकालय एवं सूचना अधिकारी के पद को संयुक्त पद्धति प्रतिनियुक्ति (अल्पकालीन संविदा सहित) तथा पदोन्नति के आधार पर] से भरे जाने हेतु आवेदन का प्रपत्र :

## जीवन-वृत्त प्रपत्र

1.	नाम तथा डाक का पता (स्पष्ट अक्षरों में)	:	
2.	जन्म तिथि (ईस्वी सन् में)	:	
3.(i)	सेवा में प्रवेश की तारीख	:	
(ii)	केन्द्र/राज्य सरकार के नियमों के अंतर्गत सेवानिवृत्ति की तारीख	:	
4.	शैक्षणिक योग्यताएं	:	
5.	क्या पद के लिए अपेक्षित शैक्षणिक तथा अन्य योग्यताएं पूरी हो रही हैं (यदि किसी योग्यता को नियमों में यथानिर्धारित योग्यता के समतुल्य माना गया है, तो यह बताएं कि ऐसा किस प्राधिकार से किया गया है)	:	
	विज्ञापन/रिक्ति परिपत्र में किए गए उल्लेख के अनुसार अपेक्षित योग्यताएं/अनुभव		अधिकारी द्वारा धारित अपेक्षित योग्यताएं/अनुभव
(क).	क्या आप मूल संवर्ग अथवा विभाग में नियमित आधार पर सदृश पद धारण किए हुए हैं?; या	:	
(ख).	क्या आपने वेतन मेट्रिक्स के स्तर-7 (44,900-142400/- रु.) या समतुल्य में नियुक्ति के उपरांत, उस ग्रेड में नियमित आधार पर सात वर्ष की नियमित सेवा की है?; या	:	

अनिवार्य		अनिवार्य	
(ग). (i)	क्या आपके पास किसी मान्यताप्राप्त विश्वविद्यालय या संस्थान से पुस्तकालय विज्ञान या पुस्तकालय एवं सूचना विज्ञान में मास्टर डिग्री है?		
(घ).	क्या आपको केन्द्र सरकार अथवा राज्य सरकार अथवा संघ शासित क्षेत्र अथवा स्वायत्तशासी अथवा सांविधिक संगठन अथवा सार्वजनिक क्षेत्र के उपक्रम अथवा विश्वविद्यालय अथवा मान्यता प्राप्त अनुसंधान या शैक्षणिक संस्था के अंतर्गत किसी पुस्तकालय में पांच वर्ष का व्यावसायिक अनुभव प्राप्त है?		
वांछनीय		वांछनीय	
(ड.)	क्या आपको केन्द्र सरकार अथवा राज्य सरकार अथवा संघ शासित क्षेत्रों अथवा स्वायत्तशासी अथवा सांविधिक संगठन अथवा सार्वजनिक क्षेत्र के उपक्रमों अथवा विश्वविद्यालय अथवा मान्यता प्राप्त अनुसंधान या शैक्षणिक संस्था के अंतर्गत किसी पुस्तकालय में पुस्तकालय संबंधी कार्यकलापों के कंप्यूटरीकरण का एक वर्ष का अनुभव प्राप्त है?		
(च)	क्या आपके पास किसी मान्यताप्राप्त विश्वविद्यालय अथवा संस्थान से कंप्यूटर एप्लीकेशन में डिप्लोमा है?		
5.1	नोट : इस कॉलम पर, परिपत्र या एंज्लॉयमेंट न्यूज में विज्ञापन जारी करते समय, विशेष रूप से बल देते हुए प्रशासनिक मंत्रालय/विभाग/कार्यालय द्वारा भर्ती नियमों में दी गई अनिवार्य तथा वांछनीय योग्यताओं का उल्लेख किया जाए		
5.2	डिग्री तथा स्तानकोत्तर योग्यताओं के मामले में उम्मीदवार द्वारा ऐच्छिक/मुख्य तथा सहायक(सब्सिडियरी) विषयों का उल्लेख किया जाए।		



6.	कृपया यह स्पष्ट रूप से उल्लेख करें कि क्या आपके द्वारा की गई उपर्युक्त प्रविष्टियों के आधार पर आप उक्त पद के लिए अपेक्षित अनिवार्य योग्यताओं तथा कार्य अनुभव को पूरा कर रहे हैं		
6.1	नोट : संबंधित विभाग, विशिष्ट टिप्पणी/मत का उल्लेख कर इस बात की संपुष्टि करेंगे कि उम्मीदवार को आवेदित पद के संदर्भ में संगत अनिवार्य योग्यता/कार्य अनुभव (जीवन-वृत्त में यथाउल्लिखित) प्राप्त है।		
7.	रोज़गार का कालक्रमानुसार ब्यौरा। यदि नीचे दिया गया स्थान अपर्याप्त हो, तो अलग से एक पत्रक जोड़ें, जो आपके हस्ताक्षर द्वारा विधिवत् प्रमाणित हो।		

कार्यालय/संस्था	नियमित आधार पर धारित पद	कब से	कब तक	*नियमित आधार पर धारित पद संबंधी वेतन बैंड एवं ग्रेड वेतन/वेतनमान	कार्यों का स्वरूप (विस्तार से), आवेदित पद के संदर्भ में अनुभव को रेखांकित करते हुए

\*महत्वपूर्ण : एसीपी/एमएसीपी के अंतर्गत प्रदान किया गया वेतन बैंड तथा ग्रेड वेतन, संबंधित अधिकारी को निजी हैसियत में प्राप्त होता है, अतः इनका उल्लेख नहीं किया जाना चाहिए। केवल नियमित आधार पर धारित पद के वेतन बैंड एवं ग्रेड वेतन का उल्लेख किया जाए।

उम्मीदवार द्वारा प्राप्त एसीपी/एमएसीपी का विवरण, वर्तमान वेतन बैंड तथा ग्रेड वेतन सहित, नीचे प्रदान किया जाए:-

कार्यालय/संस्था	एसीपी/एमएसीपी योजना के अंतर्गत आहरित वेतन, वेतन बैंड तथा ग्रेड वेतन	कब से	कब तक

8.	वर्तमान रोज़गार का स्वरूप अर्थात् तदर्थ या अस्थायी या अर्ध-स्थायी या स्थायी :		
----	---	--	--

28/11

9.	यदि वर्तमान रोजगार प्रतिनियुक्ति/संविदा आधार पर है, तो कृपया बताएं :		
(क) आरंभिक नियुक्ति की तारीख	(ख) प्रतिनियुक्ति/संविदा के आधार पर नियुक्ति की अवधि	(ग) मूल संगठन का नाम, जिससे उम्मीदवार संबंधित है	(घ) मूल संगठन में मूल रूप से धारित पद तथा वेतन
9.1	नोट : यदि अधिकारी पहले ही प्रतिनियुक्ति पर है, तो ऐसे अधिकारियों के आवेदन मूल संवर्ग/विभाग द्वारा, संवर्ग अनापत्ति, सतर्कता अनापत्ति तथा सत्यनिष्ठा प्रमाण-पत्र सहित, अग्रेषित किए जाएं।		
9.2	नोट : उपर्युक्त कॉलम 9 (ग) से (घ) के अंतर्गत अपेक्षित सूचना ऐसे सभी व्यक्तियों के मामले में प्रदान की जाए जो अपने मूल संवर्ग/संगठन में लियन रखते हुए अपने संवर्ग/संगठन के बाहर प्रतिनियुक्ति पर कार्यरत हैं।		
10.	यदि आवेदक पूर्व में किसी पद पर प्रतिनियुक्ति के आधार पर तैनात रहा है तो पिछली प्रतिनियुक्ति से लौटने की तारीख तथा अन्य विवरण का उल्लेख करें		
11.	वर्तमान रोजगार के बारे में अतिरिक्त विवरण :- कृपया बताएं कि क्या आप निम्नलिखित में से किसके अधीन कार्यरत हैं (संगत कॉलम के सामने अपने नियोक्ता का नाम लिखें): (क) केन्द्र सरकार (ख) राज्य सरकार (ग) स्वायत्त संगठन (घ) सार्वजनिक उपक्रम (ड.) विश्वविद्यालय (च) अन्य		

21/11



12.	कृपया बताएं कि क्या आप इसी विभाग में कार्य कर रहे हैं और फीडर ग्रेड या फीडर टु फीडर ग्रेड में हैं							
13.	क्या आप संशोधित वेतनमान ले रहे हैं? यदि हां, तो बताएं कि किस तारीख से संशोधन हुआ और संशोधन-पूर्व वेतनमान भी दर्शाएं।							
14.	इस समय प्राप्त की जा रही कुल मासिक परिलब्धियां							
	<table border="1"> <tr> <th>वेतन बैंड में मूल वेतन</th> <th>ग्रेड वेतन</th> <th>कुल परिलब्धियां</th> </tr> <tr> <td></td> <td></td> <td></td> </tr> </table>	वेतन बैंड में मूल वेतन	ग्रेड वेतन	कुल परिलब्धियां				
वेतन बैंड में मूल वेतन	ग्रेड वेतन	कुल परिलब्धियां						
15.	यदि आवेदक किसी ऐसे संगठन में कार्यरत है जिसमें केन्द्र सरकार के वेतनमान प्रदान नहीं किए जाते, तो वह अपने संगठन की अद्यतन वेतन पर्ची(पे स्लिप) संलग्न करे जिसमें निम्नलिखित विवरण प्रदान किया गया हो:							
	<table border="1"> <tr> <th>वेतनमान सहित मूल वेतन एवं वेतन वृद्धि की दर</th> <th>महंगाई वेतन/अंतरिम राहत/ अन्य भत्ते आदि (विवरण सहित)</th> <th>कुल परिलब्धियां</th> </tr> <tr> <td></td> <td></td> <td></td> </tr> </table>	वेतनमान सहित मूल वेतन एवं वेतन वृद्धि की दर	महंगाई वेतन/अंतरिम राहत/ अन्य भत्ते आदि (विवरण सहित)	कुल परिलब्धियां				
वेतनमान सहित मूल वेतन एवं वेतन वृद्धि की दर	महंगाई वेतन/अंतरिम राहत/ अन्य भत्ते आदि (विवरण सहित)	कुल परिलब्धियां						
16 क.	ऐसी अतिरिक्त जानकारी, यदि कोई हो, जिसका उल्लेख आप इस पद हेतु अपनी उपयुक्तता के समर्थन में करना चाहते हैं। इसके अंतर्गत निम्नलिखित जानकारी प्रदान की जाए (i) अतिरिक्त अकादमिक योग्यता (ii) व्यावसायिक(प्रोफेशनल) प्रशिक्षण तथा (iii) रिक्ति परिपत्र/विज्ञापन में विनिर्धारित अवधि से अधिक का कार्य							

	अनुभव (यदि स्थान अपर्याप्त हो, तो अलग से एक पत्रक संलग्न करें)।	
16 ख.	<p>उपलब्धियां</p> <p>उम्मीदवारों से अनुरोध है कि निम्नलिखित के संबंध में जानकारी प्रदान करें:-</p> <p>(i) शोध प्रकाशन एवं रिपोर्टें तथा विशेष प्रोजेक्ट</p> <p>(ii) पुरस्कार/छात्रवृत्ति/आधिकारिक प्रशंसा पत्र</p> <p>(iii) व्यावसायिक निकायों/ संस्थाओं/ सोसाइटी आदि से संबद्धता</p> <p>(iv) स्वयं के नाम पंजीकृत या संगठन के लिए प्राप्त पेटेंट</p> <p>(v) कोई ऐसा शोध/नवोन्मेषी उपाय जिसे आधिकारिक रूप से मान्यता प्रदान की गई हो</p> <p>(vi) कोई अन्य जानकारी</p>	
17.	<p>कृपया बताएं कि क्या आप प्रतिनियुक्ति(अल्पकालीन संविदा सहित)/आमेदन/पुनर्नियोजन आधार" पर आवेदन कर रहे हैं(केन्द्र/राज्य सरकारों के अंतर्गत कार्यरत अधिकारी केवल "आमेदन" हेतु पात्र हैं। गैर-सरकारी संगठनों के उम्मीदवार केवल अल्पकालीन संविदा हेतु पात्र हैं।)</p>	
	<p># अल्पकालीन संविदा /आमेदन/पुनर्नियोजन का विकल्प तभी उपलब्ध होगा यदि रिक्ति परिपत्र में "अल्पकालीन संविदा" या "आमेदन" या "पुनर्नियोजन" द्वारा भर्ती का विशेष रूप से उल्लेख किया गया हो।</p>	



18.	क्या आप अ.जा./अ.ज.जा. से संबंधित हैं?		

मैंने रिक्ति परिपत्र/विज्ञापन का ध्यानपूर्वक अध्ययन कर लिया है और मैं इससे भली-भांति अवगत हूँ कि जीवन-वृत्त में मेरे द्वारा, प्रदान की गई जानकारी (अनिवार्य योग्यता/कार्य अनुभव के संदर्भ में दस्तावेजों द्वारा विधिवत समर्थित) का मूल्यांकन, उक्त पद हेतु चयन के समय चयन समिति द्वारा भी किया जाएगा। मेरे द्वारा प्रदान की गई सूचनाएं/विवरण मेरी जानकारी में सटीक तथा सत्य हैं और ऐसा कोई महत्वपूर्ण तथ्य छुपाया नहीं गया है/ अव्यक्त नहीं छोड़ा गया है जिससे मेरा चयन प्रभावित होता हो।

उम्मीदवार के हस्ताक्षर-----

पता-----

-----

दिनांक : \_\_\_\_\_

21/12/21

(नियोक्ता/ कार्यालय प्रमुख/ अग्रेषण प्राधिकारी द्वारा दिया जाने वाला प्रमाणपत्र)

प्रमाणित किया जाता है कि ----- द्वारा दिया गया विवरण सही है और वे इस रिक्ति परिपत्र में उल्लिखित शैक्षिक अर्हताएं तथा अनुभव रखते/ रखती हैं।

2. यह भी प्रमाणित किया जाता है कि:-

- i. श्री/श्रीमती----- के विरुद्ध कोई सतर्कता मामला लंबित/ विचारार्थ नहीं है।
- ii. उनकी सत्यनिष्ठा प्रमाणित है।
- iii. भारत सरकार के अवर सचिव स्तर के या उनसे उच्च स्तर के किसी अधिकारी द्वारा विधिवत् अनुप्रमाणित की गई पिछले 5 वर्ष (वर्ष 2015-16 से 2019-20 तक) की एपीएआर की फोटोप्रतियां संलग्न हैं।
- iv. \*पिछले 10 वर्षों के दौरान उन पर कोई बड़ी/छोटी शास्ति नहीं लगाई गई है।
- v. \*पिछले 10 वर्षों के दौरान उन पर लगाई गई बड़ी/छोटी शास्तियों की सूची संलग्न है।\*

हस्ताक्षर :

नाम और पदनाम :

टेलीफोन नं. :

कार्यालय मुहर :

फैक्स नं. :

स्थान :

दिनांक :

अनुलग्नकों की सूची :

1.

2.

3.

4.

5.

6.

(\*जो लागू न हो उसे काट दें)।

21/12/21



# भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण

( पोत परिवहन मंत्रालय, भारत सरकार )

मुख्यालय : ए-13, सैक्टर-1, नौएडा-201 301, (उ.प्र.)

## INLAND WATERWAYS AUTHORITY OF INDIA

(Ministry of Shipping, Govt. of India)

Head Office : A-13, Sector-1, Noida-201 301 (U.P.)

Website : www.iwai.gov.in | www.iwai.nic.in

Tel. : +91-120-2544036, 2543972, 2527667, 2448101 Fax : +91-120-2544009, 2544041, 2543973, 2521764

No. IWAI-17011/11/2020-Admn

Dated 23/03/2021

To

As per enclosed list

Sub: Filling up of the posts of Chief Engineer on deputation basis in IWAI – reg.

Sir,

I am directed to invite your kind attention to the enclosed Circular calling for nominations for the below mentioned post/s on deputation/transfer basis initially for a period of three years as detailed below:

Sl. No.	Name of Post/s	Consolidated Pay/Pay-Scale	No. of Post/s (*)	Method of Recruitment
1	Chief Engineer	Level 13 in the Pay Matrix as per 7 <sup>th</sup> CPC.	02	Deputation basis one post each for Head Office Noida and Kolkata / transferable to other IWAI, Offices.

(\*) Number of post/s is tentative and may increase and decrease as per requirement of Authority.

It is requested that the applications from willing and eligible officers may be sent to the Authority. The application in the prescribed proforma, along with attested photocopies of the ACR/APAR dossiers for the last five years of the concerned officer(s), Vigilance Clearance and Integrity Certificate, may kindly be sent to the undersigned positively by **07/05/2021**.

Yours faithfully

(Neeraj Singh)

Assistant Secretary (A. & R.)

E-Mail: [nsingh@iwai.gov.in](mailto:nsingh@iwai.gov.in)

Phone No. – 0120 - 2474050

Enclosures : As stated.



**भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण**  
**INLAND WATERWAYS AUTHORITY OF INDIA**  
(Ministry of Ports, Shipping and Waterways, Govt. of India)  
A-13, Sector -1, Noida – 201301 (U.P.)  
Phone : 0120 – 2544036 & 2474050

**Brief Employment Notice No. IWAI-17011/11/2020-Admn Dated 23/03/2021**

IWAI invites application from Indian Nationals working in offices of Central/State Governments / Public Sector Undertakings/Statutory or Autonomous bodies for filling up of the two vacant post/s (may increase and decrease as per requirement of the Authority) of **Chief Engineer** on deputation basis initially for a period of three years one post each for IWAI, Head Office, Noida and Kolkata. The post carry all India transfer liability at IWAI, Offices.

The last date for receipt of application is 45 days from date of publication of this advertisement in Employment News, or by **07/05/2021** whichever is later. Applications in prescribed proforma through proper channel to be addressed to the Assistant Secretary (A. & R.), IWAI, A-13, Sector-1, Noida-201301 (U.P.), along with self-attested copies of certificates, last 5 year's (from 2014-2015 onwards) APAR's, testimonials in support of the eligibility criteria as stipulated in the advertisement. through Registered / Speed Post only. For further details the website of IWAI viz <[www.iwai.nic.in](http://www.iwai.nic.in)> may be visited.

Sd/-  
**SECRETARY**





## भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण

### INLAND WATERWAYS AUTHORITY OF INDIA

(A Statutory Body under Ministry of Ports, Shipping and Waterways, Govt. of India)

Head Office, A-13, Sector -1, Noida, U.P -201301

Phone : 0120 – 2544036 & 2474050

#### **Employment Notice No. IWAI-17011/11/2020-Admn Dated 23/03/2021**

Inland Waterways Authority of India (IWAI) invites application from Indian Nationals working in offices of Central/State Governments/Public Sector Undertakings/Statutory or Autonomous bodies for filling up the below mentioned post/s on deputation basis initially for a period of three years one post each for located in Head Office Noida and Kolkata. The post carry all India transfer liability at IWAI, Offices as detailed below:

Sl. No.	Name of Posts	Consolidated Pay/Pay-Scale	No. of Post (*)	Method of Recruitment
1	Chief Engineer	Level 13 in the pay matrix as per 7 <sup>th</sup> CPC.	02	Deputation basis one post each for Head Office Noida and Kolkata / transferable to other IWAI, Offices.

(\*) Number of post/s is tentative and may increase and decrease as per requirement of Authority.

2) The details of eligibility criteria, age-limit etc. of the aforesaid posts, proposed to be filled up on deputation basis, are as detailed below:

#### **Chief Engineer**

##### **Eligibility Criteria :**

a) Officers in the Central / State Govt. / Statutory or Autonomous Bodies / Public Sector Undertaking) Holding analogous posts OR

Holding post in the next below Level in PB-3 Rs. 15600-39100/- + GP Rs. 7600/- with 5 years regular service; and

b) Possessing the educational qualifications specified for direct recruits (deputation basis) as under Column 7 of IWAI's Recruitment Rules (R.R.).

Period of deputation shall not exceed 5 years.

##### **Essential Qualification :**

- Degree in Civil / Marine / Mechanical Engineering / Naval Architecture from a recognized University / Institute.
- 15 years experience in a supervisory capacity including the post in the next below level in investigations, planning, design and construction of marine structure / river engineering works including repair and maintenance OR in various branches of Marine / Mechanical Engineering works including experience in repair and maintenance of harbour crafts OR in Design, Planning and construction of vessels in shipyards or Marine organization concerning design of inland vessels including experience in design of navigational aids etc.

##### **Desirable :**

- Experience in works connected with Inland Waterways in dredging, river conservancy works, river training, marking of fairway, rules and regulations for safety of shipping and navigation.
- Experience in the logistics sector.

**Age Limit :** Not exceeding 56 years on the closing date of application.



280/c

## GENERAL INFORMATION

1. The Authority is following Central Govt. Rules & Regulations in service matters. Leased accommodation and medical reimbursement are provided as per rules of the Authority.
2. The post has all India transfer liability.
3. Mere possession of essential qualifications will not entitle a candidate to be selected for the post. The decision of the Authority as to the eligibility of a candidate shall be final and no correspondence in this regard will be entertained.
4. Outstation candidates, if called for the interview shall be paid 3<sup>rd</sup> AC rail fare as per their entitlement for to and fro journey by the shortest route subject to production of proof of journey.
5. Canvassing in any form shall be ground for disqualification.
6. Application should be sent either in Hindi or English duly signed with photograph, attested copies of certificates of educational qualifications, experience, documents in support of claim of SC / ST / OBC / Ex Serviceman etc.
7. Persons working in Central/State Governments/UTs/PSUs/ Statutory or Autonomous Bodies should submit their application through proper channel. If any delay is anticipated, advance copy of the application may be sent so as to reach before the closing date. Incomplete application or applications received after the due date or application not received through proper channel are liable to be rejected.
8. Copies of APAR's for the past 5 years (from 2014-2015 onwards) along with vigilance clearance and Integrity certificate are also required to be enclosed.
9. The interested candidates may send their application, within a period of 45 days from the date of publication of this advertisement in Employment News or by 07/05/2021 whichever is later, in a closed envelope superscribing "**Application for the post of Chief Engineer on deputation basis, against Employment Notice No. IWAI-17011/11/2020-Admn Dated 23/03/2021**" to the Assistant Secretary (Admn. & Rectt.), Inland Waterways Authority of India, A-13, Sector-1, Noida-201 301 (U.P.).

Sd/-

SECRETARY

.....



# भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण

**INLAND WATERWAYS AUTHORITY OF INDIA**  
(A Statutory Body under Ministry of Ports, Shipping and Waterways, Govt. of India)  
Head Office, A-13, Sector -1, Noida, U.P -201301

## PROFORMA

### APPLICATION FOR THE POST OF CHIEF ENGINEER (ON DEPUTATION BASIS)

1. Name in full (in Block Letters) :
2. Father's/Husband's Name :
3. Address for communication (with Pin Code, Telephone number & Email ID) :
4. Permanent Address :
5. (a) Date of Birth (in Christian era) :  
(b) Age as on closing date of application :
6. Nationality :
7. Whether belongs to SC/ST/OBC/Ex-Serviceman/PH :
8. Whether working in any Central/State/UT/Autonomous body/PSU/Port Organization/Semi-Govt. :
9. Educational/Professional Qualifications (kindly indicate and enclose copy)
10. Experience: (including present employment)

Self-Attested  
Passport Size  
Photograph

Sl. No.	Name of Employer	Designation of the post held & nature of appointment	Pay scale/ Salary(CDA/ IDA)	Date of Joining	Date of Leaving and Reasons for leaving	Nature of Duties performed

11. Languages known :
12. Any other information such as experience, training, publication etc. in support of suitability for the post :

### UNDERTAKING

I hereby solemnly declare that the information given above is true and correct to the best of my knowledge and belief. 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.

Date.....

Signature of the candidate  
Address.....

278/c

## CERTIFICATE

(To be filled in by the Parent Office / Department)

01. Certified that the particulars furnished by the applicant have been checked from available records and found correct.
02. Certified that the candidate is eligible for the post as per conditions mentioned in the advertisement.
03. Certified also that no vigilance case is either pending or being contemplated against the applicant. Integrity of the applicant is also certified.
04. Photocopies of complete and upto date ACR /APAR dossier of the officer for the last five years, from 2014-15 onwards duly attested, on each page enclosed.
05. No major/minor penalty has been imposed on the concerned officer during the preceding ten years.

Signature

Name & Designation of the Head of the Department /  
Authorized Signatory with seal  
Telephone Number



To,

1. The Secretary, Department of Agriculture Research & Education, Ministry of Agriculture, Room No 107 Krishi Bhawan, New Delhi -110001
2. The Secretary, Department of Chemicals & Petrochemicals, Ministry of Chemicals and Fertilizers, A-Wing Shastri Bhawan, Dr. Rajendra Prasad Road, New Delhi 110001
3. The Secretary, Ministry of Civil Aviation, Rajiv Gandhi Bhawan, Safdarjung Airport, New Delhi -110001
4. The Secretary, Ministry of Coal, A- Wing Shastri Bhawan, Dr. Rajendra Prasad Road, New Delhi 110001
5. The Secretary, Department of Industrial Policy & Promotion, Ministry of Commerce & Industry, Udyog Bhawan, New Delhi -110001
6. The Secretary, Department of Telecommunications, Ministry of Communications & Information Technology, Sanchar Bhawan, Rafi Marg, New Delhi -110001
7. The Secretary, Department of Posts, Ministry of Communications & Information Technology, Dak Bhawan, Sansad Marg, New Delhi -110001
8. The Secretary, Department of Food and Public Distribution, Ministry of Consumer Affairs, Food & Public Distribution, Room no. 169 Krishi Bhawan, New Delhi -110001
9. The Secretary, Ministry of Corporate Affairs, A- Wing Shastri Bhawan, Dr. Rajendra Prasad Road, New Delhi-110001
10. The Secretary, Ministry of Culture, C- Wing Shastri Bhawan, New Delhi-110001
11. The Secretary, Department of Defence, Ministry of Defence, 101 South Block, New Delhi-110001
12. The Secretary, Ministry of Development of North Eastern Region, Vigyan Bhawan Annexe, Maulana Azad Road, New Delhi-110011
13. The Secretary, Ministry of Disinvestment, Room No. 407, 4<sup>th</sup> Floor Block No. 14 CGO Complex, Lodhi Road, New Delhi-110003
14. The Secretary, Ministry of Drinking Water & Sanitation, C- Wing Paryavaran Bhawan, CGO Complex, Lodhi Road, New Delhi-110003
15. The Secretary, Ministry of Earth Sciences, Mahasagar Bhawan, Block- 12, CGO Complex, Lodhi Road, New Delhi-110003
16. The Secretary, Ministry of Environment, Forest & Climate Change, Paryavaran Bhawan, CGO Complex, Lodhi Road, New Delhi-110003
17. The Secretary, Ministry of External Affairs, South Block, New Delhi-110001
18. The Secretary, Ministry of Finance, 3<sup>rd</sup> Floor Jeevan Deep Building, Sansad Marg, New Delhi-110001
19. The Secretary, Ministry of Food Processing Industries, Panchsheel Bhawan, August Kranti Marg, New Delhi-110049
20. The Secretary, Ministry of Health & Family Welfare, C- Wing Nirman Bhawan, New Delhi-110001
21. The Secretary, Ministry of Heavy Industries & Public Enterprises, Udyog Bhawan, New Delhi-110001
22. The Secretary, Ministry of Home Affairs, Room No. 114, North Block, New Delhi-110001

- 276/c
23. The Secretary, Ministry of Housing & Urban Poverty Alleviation, Nirman Bha  
Maulana Azad Road, New Delhi-110001
  24. The Secretary, Ministry of Human Resource Development, C- Wing Shastri Bhawan,  
Dr. Rajendra Prasad Road, New Delhi-110001
  25. The Secretary, Ministry of Information & Broadcasting, Shastri Bhawan, Dr. Rajendra  
Prasad Road, New Delhi-110001
  26. The Secretary, Department of Justice, Ministry of Law and Justice, A- Wing Shastri  
Bhawan, Dr. Rajendra Prasad Road, New Delhi-110001
  27. The Secretary, Ministry of Mines, C- Wing Shastri Bhawan, Dr. Rajendra Prasad Road,  
New Delhi-110001
  28. The Secretary, Ministry of Micro Small & Medium Enterprises, Udyog Bhawan, Rafi  
Marg, New Delhi-110011
  29. The Secretary, Ministry of Minority Affairs, 11<sup>th</sup> Floor Paryavaran Bhawan, CGO  
Complex, Lodhi Road, New Delhi-110003
  30. The Secretary, Ministry of New & Renewable Energy, Block No. 14 CGO Complex,  
Lodhi Road, New Delhi-110003
  31. The Secretary, Ministry of Overseas Indian Affairs, Akbar Bhawan, Chankyapuri, New  
Delhi-110021
  32. The Secretary, Ministry of Panchayati Raj, Krishi Bhawan, Dr. Rajendra Prasad Road,  
New Delhi-110001
  33. The Secretary, Ministry of Parliamentary Affairs, Parliament House, Sansad Marg, New  
Delhi-110001
  34. The Secretary, Ministry of Personnel, Public Grievances & Pension, Department of  
Personnel & Training, North Block, New Delhi-110001
  35. The Secretary, Ministry of Petroleum & Natural Gas, A- Wing Shastri Bhawan, Dr.  
Rajendra Prasad Road, New Delhi-110001
  36. The Secretary, Ministry of Power, Shram Shakti Bhawan, Rafi Marg, New Delhi-  
110001
  37. The Secretary, Ministry of Rural Development, Krishi Bhawan, Dr. Rajendra Prasad  
Road, New Delhi-110001
  38. The Secretary, Ministry of Science and Technology, Technology Bhawan, New  
Mehrauli Road, New Delhi-110016
  39. The Secretary, Ministry of Science and Technology, Department of Biotechnology, 7<sup>th</sup>  
Floor, Block -2 CGO Complex, Lodhi Road, New Delhi-110003
  40. The Secretary, Ministry of Skill Development & Entrepreneurship, 2<sup>nd</sup> Floor Shivaji  
Stadium Annexe, Shaheed Bhagat Singh Marg, Near Connaught Place, New Delhi-  
110001
  41. The Secretary, Ministry of Social Justice & Empowerment, C-Wing Shastri Bhawan,  
Dr. Rajendra Prasad Road, New Delhi-110001
  42. The Secretary, Ministry of Statistics and Programme Implementation, Sardar Patel  
Bhawan, Sansad Marg, New Delhi-110001
  43. The Secretary, Ministry of Steel, Udyog Bhawan, Dr. Maulana Azad Road, New Delhi-  
110001
  44. The Secretary, Ministry of Textiles, Udyog Bhawan, Dr. Maulana Azad Road, New  
Delhi-110001



- 275/c
45. The Secretary, Ministry of Tourism, Transport Bhawan, Sansad Marg, New Delhi-110001
  46. The Secretary, Ministry of Tribal Affairs, Room 738 Shastri Bhawan A- Wing, New Delhi-110001
  47. The Secretary, Ministry of Urban Development, Nirman Bhawan C- Wing, Dr. Maulana Azad Road, New Delhi-110001
  48. The Secretary, Ministry of Water Resources, River Development and Ganga Rejuvenation, Room No 412 Shram Shakti Bhawan, Rafi Marg, New Delhi-110001
  49. The Secretary, Ministry of Women and Child Development, Shastri Bhawan A – Wing, Dr. Rajendra Prasad Road, New Delhi-110001
  50. The Secretary, Ministry of Youth Affairs and Sports, C- Wing Shastri Bhawan, Dr. Rajendra Prasad Road, New Delhi-110001
  51. Chairman, Central Board of Direct Taxes, North Block, New Delhi-110001.
  52. Chief Secretary, Government of Arunachal Pradesh, Secretariat, Itanagar -791111.
  53. Chief Secretary, Government of Assam Secretariat Block –C 3<sup>rd</sup> Floor, Dispur, Guwahati-781006
  54. Chief Secretary, Government of Bihar, Old Secretariat, Rajbansi Nagar, Patna, Bihar - 800015
  55. Chief Secretary, Government of Chhattisgarh D K S Bhavan Mantralay Raipur -492001
  56. Chief Secretary, Government of Goa, Secretariat, Porvorim, Goa- 403001
  57. Chief Secretary, Government of Gujarat, Block No.1, 3<sup>rd</sup> Floor, New Sachivalaya Complex, Gandhi Nagar-382010
  58. Chief Secretary, Government of Haryana, Secretariat, Chandigarh -160001
  59. Chief Secretary, Government of Himachal Pradesh Secretariat Shimla -171001
  60. Chief Secretary, Government of Andhra Pradesh Secretariat Hyderabad-500022
  61. Chief Secretary, Government of Jammu & Kashmir, Civil Secretariat, Srinagar-190001
  62. Chief Secretary, Government of Jharkhand, Secretariat, Ranchi – 834001
  63. Chief Secretary, Government of Karnataka 3<sup>rd</sup> Floor, Vidhan Sabha Secretariat, Bangalore -560001
  64. Chief Secretary, Government of Kerala Secretariat, Thiruvanthapuram -695001
  65. Chief Secretary, Government of Maharashtra, 5<sup>th</sup> Floor Main Building Mantralaya, Mumbai-400032
  66. Chief Secretary, Government of Madhya Pradesh, Vallabh Bhawan Mantralaya, Bhopal- 462003
  67. Chief Secretary, Government of Manipur, Room No.171, South Block Secretariat, Imphal -795001
  68. Chief Secretary, Government of Meghalaya, Main Secretariat Building, Shillong- 793001
  69. Chief Secretary, Government of Mizoram, Civil Secretariat Block- C, Aizawl-796001
  70. Chief Secretary, Government of Nagaland Secretariat Kohima -797001
  71. Chief Secretary, Government of NCT of Delhi, New Secretariat Building, I. P. Estate, New Delhi-110002
  72. Chief Secretary, Government of Odisha Secretariat, Bhubaneswar-751001
  73. Chief Secretary, Government of Puducherry, Secretariat I, Beach Road, Puducherry- 605001
  74. Chief Secretary, Government of Punjab, Punjab Civil Secretariat, Chandigarh -160001



- 224/c
75. Chief Secretary, Government of Rajasthan Secretariat, Jaipur- 302005
  76. Chief Secretary, Government of Sikkim Secretariat, Gangtok -737101
  77. Chief Secretary, Government of Tamil Nadu Secretariat, Chennai -600009
  78. Chief Secretary, Government of Telangana Secretariat, Hyderabad -500022
  79. Chief Secretary, Government of Tripura, Civil Secretariat, Agartala -799001
  80. Chief Secretary, Government of Uttar Pradesh, Lal Bahadur Shastri Bhawan, UP Secretariat, Lucknow-226001
  81. Chief Secretary, Government of Uttarakhand, Uttarakhand Secretariat, 4B Subhash Road, Dehradun -248001
  82. Chief Secretary, Government of West Bengal, Writers Building, Kolkata-700001
  83. Chief Secretary, Government of U. T. of Andaman & Nicobar Islands, Secretariat Port Blair, Andaman -744101
  84. Adviser to Administrator, U. T. of Chandigarh Secretariat, Sector 9 Chandigarh-160001.
  85. Administrator Union Territory, Dadra & Nagar Haveli Secretariat, Silvassa-3962305
  86. Administrator U.T, Daman & Diu Secretariat, Moti, Daman-396220
  87. Administrator U.T, Lakshadweep Secretariat, Lakshadweep House, Kavaratti-682555
  88. The Chairman, Kolkata Port Trust, 15 Strand Road, Kolkata -700001 West Bengal .
  89. The Chairman, Chennai Port Trust, 1 Rajaji Selai, Chennai -600001
  90. The Chairman, Jawaharlal Nehru Port Trust, Admn. Building, Sheva Uran, Navi Mumbai
  91. The Chairman, Kandla Port Trust, Sector -8 Gandhiham, Gujarat- 370201
  92. The Chairman, Mormugoa Sada Vasco da Gama Goa -403804
  93. The Chairman, Mumbai Port Trust, Port House, Shoorji Vallabhadas Marg, Mumbai-400001
  94. The Chairman, New Mangalore Port Trust, Near Panambur Beach, Panambur Mangaluru, Karnataka -575006.
  95. The Chairman, Paradip Port Trust, Paradip Port -754142 Odisha.
  96. The Chairman, VOC Port Trust, Tuticorin-628004 Tamil Nadu.
  97. The Chairman, Visakhapatnam Port Trust, Police Colony Road, Nearby Children's Park Srinivasa Nagar, Madhavadhara, Visakhapatnam, Andhra Pradesh-530008.
  98. The Chairman, Cochin Port Trust, Willingdon Island, Cochin -682009.
  99. The Chairman, Kamarajar Port Limited, Puzhuthivakkam Madipakkam, Chennai, Tamil Nadu
  100. The Chairman, Gujarat Maritime Board, Sector 10A, Gandhinagar, Gujarat -382010
  101. The Shipping Corporation of India, 5<sup>th</sup> Floor Shipping House, 245 Madame Cama Road, Mumbai -440021
  102. The Chairman, Directorate General of Shipping, 9<sup>th</sup> Floor Beta Building, i-Think Techno Campus, Kanjurmarg, East Mumbai-400042.
  103. The Chairman, Minor Ports Survey Organisation(MPSO), 2<sup>nd</sup> Floor, Kendriya Sadan, Sector -10 CBD Belapur, Navi Mumbai -400614.
  104. The Director General, Council of Scientific and Industrial Research (CSIR) Anusandhan Bhawan, 2 Rafi Marg, New Delhi -110001.
  105. The Chairman, National Institute of Ocean Technology Velacherry-Tambaram Main Road, Narayanpuram, Palikaranai, Chennai -601100 Tamil Nadu.
  106. The Chairman, Central Institute of Costal Engineering, Abshot Layout, Vasanth Nagar, Bengaluru -560051 Karnataka.



From

The Chief Architect,  
Deptt. of Urban Planning,  
Chandigarh Administration.

To

1. The Chief Secretary to Govt. of NCT of Delhi,  
Delhi Civil Secretariat, Delhi.

1. (List Attached).

Dated Chandigarh, the 24-3-2021

Subject:-

**Filling up two (02) posts of Planning Officer on deputation in the pay scale of 10300-34800+5000/- Grade Pay in the Town Planning Wing, Department of Urban Planning, Chandigarh Administration.**

Sir/Madam,

I am directed to address you on the subject matter and to state that two (02) post of Planning Officer in the pay scale of Rs. 10300-34800+5000/- G.P in the Town Planning Wing of the Department of Urban Planning, Chandigarh Administration is to be filled up by deputation from the Central/State Govts./U.T. Administration holding analogous post and possess atleast 5 yrs regular service as such in his/her parent cadre. The officer who is not more than 55 years of age holding analogous post as per the details given below:-

Sr. No.	Name of the post along with Scale of Pay & Classification	No. of Posts	Eligibility for deputation as per RRs.
1.	Planning Officer  (In Pay band of Rs. 10300-34800+5000/- G.P.)  (Group-C) Technical (Non-Gazetted)	02 (Two)	By deputation from Central/State Governments/UTs Administration holding analogous post.
<b>Other Terms and Conditions</b>			
1.	Period of deputation.	One year in the first instance and to be extended from time to time or reduced according to the requirements. However, the period of deputation will not ordinarily exceed three years.	
2.	Pay	He/she will draw pay in his own scale of pay without any deputation allowance.	
3.	D.A & Local Allowances	According to the rules of the Chandigarh Administration.	
4.	T.A joining time and transfer T.A	According to the rules of Govt. to which deputed i.e Central rules.	
5.	Leave and Pension	The rules of the Parent Govt.	
6.	Leave travel concession Medical concession & accommodation.	According to Central Govt. Rules.	
7.	Leave Salary and Pension Contribution	The leave salary and pension contribution payable by this Administration will be regulated under the Rules of the Parent Govt.	

The eligible officers should apply for the aforesaid posts and also forward their applications through their department. While forwarding the applications of the eligible officers, the concerned department should furnish the following documents & certificates:-

- The application/Bio-data on prescribed proforma (in original) as per DoPT O.M No. A.B14017/28/2014/Estt.(RR) dated 02.07.2015 (which can be downloaded from link [http://documents.doptcirculans.nic.in/D2/D02est/14017\\_28\\_2014-Estt.RR-02072015.pdf](http://documents.doptcirculans.nic.in/D2/D02est/14017_28_2014-Estt.RR-02072015.pdf)).
- Attested copies (on each page) of ACRs/APAR for the last five years.
- Cadre Clearance, Integrity Certificate, Vigilance Clearance Certificate, and statement of Major/Minor penalties, if any, imposed on the candidate during last ten years, in original or no penalty Certificate, as the case may be forwarded duly signed & stamped by the Competent Authority, on the prescribed format.
- Certificate regarding no court case is pending against the officer concerned.

P.T.O

Officers who apply for the post will not be allowed to withdraw their candidature at later stage. Application not received through proper channel or after the due date or without the above mentioned documents will be rejected without assigning any reasons.

The suitable & willing officers must apply through proper channel **within 60 days** of the publication of the advertisement in Employment News. The applications, duly complete in all respect along with all requisite documents as enlisted above should reach through proper channel to "The Chief Architect, Department of Urban Planning, Chandigarh Administration Room No. 322, 3rd Floor, U.T., Secretariat Building, Sector 9-D, Chandigarh-160009. The above advertisement is also available at website <https://urbanplanning.chd.gov.in> and <http://chdpr.gov.in>.

  
For Senior Town Planner,  
Chief Architect,  
Deptt. of Urban Planning,  
Chandigarh Administration,  
Tele:-0172-2740163 



mail

**Invitation of applications for the post of General Manager in Investor Education and Protection Fund Authority.**

**From :** Narinder Bajaj <narinder.bajaj@gov.in>

**Subject :** Invitation of applications for the post of General Manager in Investor Education and Protection Fund Authority.

**To :** vivekdhand@nic.i, cs@karnataka.gov.in, cs-manipur <cs-manipur@nic.in>, cs@maharashtra.gov.in, cs@punjab.g, cs@telengana.gov.in, cs westbengal <cs.westbengal@nic.in>, Naresh Kumar <cs-arunachal@nic.in>, cs-jharkhand@gov.in, csraj@rajasthan.gov.in, Prakash <cs-skm@hub.nic.in>, chief secretary <cs-uttarakhand@nic.in>, Chief Secretary Andamans <cs-andaman@nic.in>, Praful Patel <administrator-dd@gov.in>, Praful Patel <lk-admin@nic.in>, Shri Vijay Kumar Dev <csdelhi@nic.in>

**Cc :** Manoj <jsmp-mca@gov.in>, Sanjay Jain <sanjay2jain@nic.in>, Suresh Pratap Singh <sp.suresh@gov.in>

Sir/Madam,

Please find attached vacancy circular with application proforma for post of General Manager in IEPF Authority, Ministry of Corporate Affairs on deputation for necessary information and wide publicity.

Regards,

N.K.Bajaj,  
Section Officer,  
IEPF Section, MCA

— Vacancy circular.pdf  
2 MB

Wed, Mar 31, 2021 04:10 PM

1 attachment

31 MAR 2021

18/2081/8714

SO & CS

31.03.2021

P. Sanyal (Sec.)

SS II

SS II

Sh. Yagorin

7.7.21

Mail forwarded

No.05/1/2020-IEPF-MCA-Part (1)

Government of India

Ministry of Corporate Affairs

'A' Wing, 5<sup>th</sup> floor, Shastri Bhawan,

Dr. R.P. Road

New Delhi-110001

Dated the, 31<sup>st</sup> March, 2021

**OFFICE MEMORANDUM**

**Subject: Invitation of applications for the post of General Manager in Investor Education and Protection Fund Authority established under section 125 of the Companies Act, 2013.**

Applications are invited from the eligible candidates to fill up the following post in Investor Education and Protection Fund Authority on deputation basis:-

S.No.	Name of post	No. of posts	Scale of Pay	Place of posting
1	General Manager	01	LEVEL-13 in Pay Matrix of Rs. 118500- 214100.	New Delhi

**2. Eligibility conditions General Manager (IEPF Authority)**

Officers of the Central or State Government

- (a) (i) holding analogous post on regular basis; or  
(ii) with 6 years regular service in LEVEL 12 in the Pay Matrix of Rs. 78800-209200.; or  
(iii) with 10 years regular service in LEVEL 11 in the Pay Matrix of Rs. 67700-208700.

**Desirable: Having experience in Administration/Establishment.**

3. The maximum age limit for appointment on deputation is 56 years.

4. The period of appointment, on deputation, will be for a period of 5 years for General Manager and will be governed by the terms and conditions prescribed by the Department of Personnel and Training, Government of India, in this regard as amended from time to time.

5. Application in duplicate, in the prescribed proforma (Annexure I) complete in all respects may be sent to Shri. Sanjay Jain, Director IEPF, Ministry of Corporate Affairs, Room No. 515, 5<sup>th</sup> Floor, 'A' Wing, Shastri Bhawan, Dr Rajendra Prasad Road, New Delhi-110001 through proper channel till **03.05.2021**.

-2-

6. The terms and conditions of the services of the General Manager shall be regulated by the Investor Education and Protection Fund Authority (Recruitment Salary and other Terms and Conditions of Service of General Manager and Assistant General Manager) Rules, 2017 and further amendments which are available on the IEPF Authority's website [www.iepf.gov.in](http://www.iepf.gov.in). The prescribed proforma for the application may be downloaded from the Ministry of Corporate Affairs' website [www.mca.gov.in](http://www.mca.gov.in) or [www.iepf.gov.in](http://www.iepf.gov.in).
7. This may be given wide publicity.

Sanjay  
31.03.2022  
(Sanjay Jain)  
Director

Email id: [sanjay2jain@nic.in](mailto:sanjay2jain@nic.in)  
Tel. No. 011-23389227

To

1. All Ministries/Department of Government of India.
2. All State Governments.
3. Union Territory Governments.
4. Secretary, Ministry of Corporate Affairs : for kind information please.
5. Under Secretary DOPT (Shri George Deepak Toppo - Under Secretary) with request to kindly arrange to put up this vacancy Circular on DOPT website for wide publicity.
6. All RDs/RoC-cum-OLs/RoCs/OLs, Ministry of Corporate Affairs.
7. All officers of Ministry of Corporate Affairs at Shastri Bhawan, New Delhi.
8. E governance Cell, Ministry of Corporate Affairs with the request to upload the vacancy circular prominently (preferably scroll) on the website of the Ministry and IEPF Authority.



268/c

30 MAR 2021

भारत सरकार  
Government of India  
कारपोरेट कार्य मंत्रालय  
Ministry of Corporate Affairs

OFFICE OF THE SECRETARY  
GOVT. OF INDIA OF DELHI  
30 MAR 2021

522/2021/9740

गंभीर कपट अन्वेषण कार्यालय  
Serious Fraud Investigation Office

द्वितीय तल, पी.डी.नंदयाल अंत्योदय भवन  
ली 3 खंख, नैदीय काग्यलय परिसर  
लोदी रोड, नई दिल्ली-110003  
सं 2/1/2021-Admn./SFIO/121876/2021  
To

2<sup>nd</sup> Floor Pt Deendayal Antyodaya Bhawan  
B-3 Wing, CGO Complex  
Lodi Road, New Delhi-110003  
दिनांक/Date: March 22, 2021

All Ministries/Departments of Government of India/  
The Chief Secretaries of all State Governments/UTs  
Director Generals of Police/ Reserve Bank of India, Mumbai/  
Securities & Exchange Board of India, Mumbai/ Public Sector Undertakings/Banks

Sub: Filling up the vacant post in Serious Fraud Investigation Office on Deputation (including short term contract) basis.

Madam/Sir,

I am directed to say that Serious Fraud Investigation Office is an investigating agency under the Ministry of Corporate Affairs. This office intends to fill up the following one vacant post in SFIO on deputation (ISTC) basis, as per detail given below:-

Sl. No	Category of post	Tentative Nos. of posts	Tentative Place of Posting	Level in the pay matrix or pay scale
1	Sr. Assistant Director (Customs & Central Excise)	01 (One)	Delhi/Mumbai/ Kolkata/ Chennai/ Hyderabad	Level 10 in pay matrix (Rs.56100-177500)

2 The complete details including eligibility conditions as per notified RRs of this post is given at Annexures-I and is also available at [www.sfiq.nic.in/](http://www.sfiq.nic.in/) [www.mca.gov.in](http://www.mca.gov.in).

3 The pay and allowances of the officers selected in any of the posts mentioned above will be governed by the provisions laid down in the Department of Personnel & Training OM No.6/8/2009-Estt (Pay-I) dated 17<sup>th</sup> June, 2010 as amended from time to time. The selected candidates will also be eligible for Special Security Allowance (SSA) @20% of the basic pay. No deputation allowance shall be admissible along with SSA.

4 Applications from eligible applicants in the prescribed proforma (in duplicate) may be forwarded through proper channel to the Director, Serious Fraud Investigation Office, 2<sup>nd</sup> floor, Pt.Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi-110003 **within 60 days from the date of publication of this advertisement in the Employment News alongwith photocopies of up to date ACRs/APARs for the last 5 years, duly attested (on each page) by an officer of the level of Under Secretary or above, Vigilance Clearance Certificate, Integrity Certificate and the Certificate of major/ minor penalty imposed on the officer during the last 10 years of his service. The Cadre Controlling Authority may also kindly certify to the effect that the particulars furnished by the officer have been verified and found correct Those who have already applied may apply afresh.**

5 Applications received after the due date or without ACRs/ APARs or otherwise found incomplete or not received through proper channel will not be considered.

6 All are requested that this vacancy may be given wide publicity in all the offices under their control

Yours faithfully,

Kundan Lal  
(Kundan Lal)  
Deputy Director(Admn)

Copy to  
(i) The Under Secretary, Adm, Ministry of Corporate Affairs, Shastri Bhawan, New Delhi with the request to get this vacancy circular uploaded on the website of MCA  
(ii) The Additional Director (IT) SFIO with the request to place this circular (alongwith enclosures) on the website of SFIO under the heading "What is New" and under the heading "Recruitment/Vacancies"

sh. yogesh

30.03.2021

31/3

SS-II

31/3/21

6-4-21





# Employment News



WEEKLY

Login to [www.e-employmentnews.co.in](http://www.e-employmentnews.co.in) to subscribe e-version @ ₹ 400 per annum

₹ 12.00

VOL. XLV NO. 45 PAGES 40

NEW DELHI 20 - 26 MARCH 2021

Government of India

## Serious Fraud Investigation Office

2nd Floor, Pt. Deendayal Antyodaya Bhawan  
B-3 Wing, CGO Complex, Lodhi Road, New Delhi-110003  
No. 2/1/2021- Admn.SFIO

It is proposed to fill up the following vacancies in this office on deputation/ISTC basis:

Sl. No.	Category of Post	Tentative Nos. of posts	Tentative Place of Posting	Level in the pay matrix or pay scale
1.	Sr. Assistant Director (Customs & Central Excise)	1	Delhi/ Mumbai/ Kolkata/ Chennai/ Hyderabad	Level 10 in pay matrix (Rs. 56100-177500)

2. Interested and willing govt. employees may forward their application complete in all respect through proper channel in the prescribed format to The Director, Serious Fraud Investigation Office, 2nd Floor, Pt. Deendayal Antyodaya Bhawan, B-3

Wing, CGO Complex, Lodhi Road, New Delhi-110003 within 60 days from the date of publication of this advertisement in the Employment News. For details, etc. visit [www.sfo.nic.in/www.mca.gov.in](http://www.sfo.nic.in/www.mca.gov.in).

3. Since, this is a deputation post, private candidates need not to apply. Separate applications may be forwarded for each post along with photocopies of up to date ACRs/APARs for the last 5 years, duly attested (on each page) by an officer of the level of Under Secretary or above, Vigilance Clearance Certificate, Integrity Certificate and the Certificate of major/ minor penalty imposed on the officer during the last 10 years of his service. The Cadre Controlling Authority may also certify that the particulars furnished by the officer have been verified and found correct. Those who have already applied may apply afresh.

4. Applications without ACRs/APARs, Vigilance Clearance or otherwise found incomplete will not be considered.

Additional Director (Admn)

dsvp 07102/11/0016/2021

EN 45/22

09.03.2021

266/C  
NEW DELHI, 20 MAR 2021  
Friday, March 09, 2021

# Hindustan Times

Government of India  
**SERIOUS FRAUD INVESTIGATION OFFICE**  
2nd Floor, Pt. Deendayal Antyodaya Bhawan  
B-3 Wing, COO Complex, Lodhi Road, New Delhi-110003  
No. 2/1/2021-Admn.SFIO

It is proposed to fill up the following vacancies in this office on deputation/IBTC basis:

Sl. No.	Category of post	Tentative Nos. of posts	Tentative Place of Posting	Level in the pay matrix or pay scale
1	Sr. Assistant Director (Customs & Central Excise)	1	Delhi/Mumbai/Kolkata/Chennai/Hyderabad	Level 10 in pay matrix (Rs. 56100-177500)

- Interested and willing govt. employees may forward their application complete in all respect through proper channel in the prescribed format to The Director, Serious Fraud Investigation Office, 2nd Floor, Pt. Deendayal Antyodaya Bhawan, B-3 Wing, COO Complex, Lodhi Road, New Delhi-110003 within 60 days from the date of publication of this advertisement in the Employment News. For details, etc. visit [www.sfo.nic.in/www.mca.gov.in](http://www.sfo.nic.in/www.mca.gov.in).
- Since, this is a deputation post, private candidates need not to apply. Separate applications may be forwarded for each post along with photocopies of up to date ACRs/APARs for the last 5 years, duly attested (on each page) by an officer of the level of Under Secretary or above, Vigilance Clearance Certificate, Integrity Certificate and the Certificate of major/minor penalty imposed on the officer during the last 10 years of his service. The Cadre Controlling Authority may also certify that the particulars furnished by the officer have been verified and found correct. Those who have already applied may apply afresh.
- Applications without ACRs/APARs, Vigilance Clearance or otherwise found incomplete will not be considered.

Javp 07102/11/0018/2021

Additional Director [Admn.]



# **Eligibility Conditions for appointment to the post of Sr. Assistant Director (Customs & Central Excise)**

No of Vacancies  
Method of Recruitment  
Level in the pay matrix or  
pay scale  
Classification  
Eligibility

- 01 (One)
- Deputation (including short-term contract)
- Level 10 in pay matrix (Rs. 56100-177500)

General Central Service Group 'B' Gazetted Non-Ministerial Officers from the Central Government or State Governments or Union territories or public sector undertakings or statutory or Autonomus Organisations-

- (A)
- (i) holding analogous post on regular basis in the parent cadre or department; or
- (ii) with two years' service in the grade rendered after appointment thereto on a regular basis in Level 8 in the pay matrix rs. 47600-151100 or equivalent in the parent cadre or department; or
- (iii) with three years' service in the grade rendered after appointment thereto on a regular basis in level 7 in the pay matrix rs. 44900-142400 or equivalent in the parent cader or department; and
- (B) possessing the following educational qualifications and experience:

## **Essential**

- (i) Bachelor's Degree from a recognised University/Institution; and
- (ii) Three years' experience in the field of enforcement of economic Law such as Foreign Contribution Regulation Act/ Foreign Exchange Management Act Conservation of Foreign Exchange and Prevention of Smuggling Activities Act Customs & Excise.

## **Desirable**

- (i) Bachelor's Degree in Law; or
- (ii) Chartered Accountant; or
- (iii) Company Secretary; or
- (iv) Cost and Management Accountant.

**Note 1:** The period of deputation including period of deputation [including short-term contract] in another ex-cadre post held immediately preceding this appointment in the same or other organization or department of the Central Government shall be for a period of three years.

**Note 2:** The maximum age-limit for appointment by deputation [including short-term contract] shall be not exceeding fifty-six years as on the closing date of the receipt of application.

Job Description  
(in brief)

- a) To act as a member of the investigation team for examination of the cases relating to corporate frauds.
- b) To collect evidences/ record statements and presentation of evidences and preparation of Investigation Reports.
- c) To provide expertise on economic laws such as Foreign Contribution Regulation Act, Foreign Exchange Management Act, Conservation of Foreign Exchange and Prevention of Smuggling Activities Act and Customs & Excise.
- d) To provide legal outputs to counsels for filing of complaints under the provisions of various Acts to be subsequently used in prosecution.
- e) To liaise with other investigation agencies and to obtain relevant inputs to be used in investigation and prosecution.
- f) Any other work assigned from time to time.

264/C

**PROFORMA**  
**BIO-DATA/CURRICULUM VITAE**

Post Applied for .....

1. Name and Address (In Block letters) 2. Date of Birth (in Christian era) 3. (i) Date of entry into service (ii) Date of retirement under Central/State Government Rules 4. Educational Qualifications 5. Whether educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same) Qualifications/ Experience required as mentioned in the advertisement/ vacancy circular Essential A) Qualification: C) Experience Desirable E) Qualification: G) Experience	Qualifications/ Experience possessed by the officer  Essential B) Qualification: D) Experience Desirable F) Qualification: H) Experience				
5.1 Note: This column needs to be amplified to indicate <b>Essential and Desirable Qualifications</b> as mentioned in the RRs by the Administrative Ministry/Department/ Office at the time of issue of circular and issue of Advertisement in the Employment News. 5.2 In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.					
6. Please state clearly whether in the light of entries made by you above, you meet the requisite <b>Essential Qualifications</b> and work experience of the post.					
6.1 Note: Borrowing Departments are to provide their specific comments/ views confirming the relevant <b>Essential Qualification/Work experience</b> possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.					
7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is in-sufficient.					
Office / Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/ Pay scale of the post held on regular basis	Nature of duties (in details) highlighting experience required for the post applied for
*Important: Pay band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/ Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present pay Band and Grade Pay where such benefits have been drawn by the Candidate may be indicated as below.					
Office / Institution	Pay Band and Grade Pay drawn under ACP / MACP Scheme		From	To	
8. Nature of present employment i.e. Ad-hoc or temporary or Quasi-Permanent or Permanent					



263/C

(N)  
17  
(C)

<p>9. In case the present employment is held on deputation / contract basis, please state.</p> <p>(a) The date of initial appointment</p>	<p>(b) Period of appointment on deputation / contract</p>	<p>(c) Name of the parent office/organization to which the applicant belongs</p>	<p>(d) Name of the post and pay of the post held in substantive capacity in the parent organization</p>															
<p>9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance, Vigilance Clearance and integrity certificate.</p>																		
<p>9.2 Note: Information under Column 9 (C) &amp; (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a lien in his parent cadre/ organization</p>																		
<p>10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details</p>																		
<p>11. Additional details about present employment Please state whether working under (Indicate the name of your employer against the relevant column)</p> <p>a) Central Government b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others</p>																		
<p>12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.</p>																		
<p>13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale</p>																		
<p>14. Total emoluments per month now drawn</p> <table border="1"> <thead> <tr> <th>Basic Pay in the PB</th> <th>Grade Pay</th> <th>Total Emoluments</th> </tr> </thead> <tbody> <tr> <td colspan="3" data-bbox="143 1299 1444 1386"> <p>15. In case the applicant belongs to an Organization which is not following the Central Government Pay-scales, the latest salary slip issued by the Organization showing the following details may be enclosed.</p> </td> </tr> <tr> <td data-bbox="143 1375 502 1441"> <p>Basic Pay with Scale of pay and rate of increment</p> </td> <td data-bbox="510 1365 798 1474"> <p>Dearness Pay/Interim relief/ other allowances etc (with break-up details)</p> </td> <td data-bbox="813 1365 1444 1397"> <p>Total Emoluments</p> </td> </tr> <tr> <td colspan="3" data-bbox="143 1496 798 1736"> <p>16 A. Additional information, if any, relevant to the post you applied for in support of your suitability for the post. (This among other may provide information with regard to)</p> <p>(i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the vacancy circular / Advertisement)</p> </td> </tr> <tr> <td colspan="3" data-bbox="143 1736 798 2129"> <p>16 B. Achievements: The candidates are requested to indicate information with regard to:</p> <p>(i) Research publication and reports and special projects (ii) Awards/ Scholarships/ Official Appreciation (iii) Affiliation with the professional bodies/ Institutions/ societies and (iv) Patents registered in own name or achieved for the organization (v) Any research/ innovative measure involving official recognition (vi) Any other information</p> </td> </tr> </tbody> </table>				Basic Pay in the PB	Grade Pay	Total Emoluments	<p>15. In case the applicant belongs to an Organization which is not following the Central Government Pay-scales, the latest salary slip issued by the Organization showing the following details may be enclosed.</p>			<p>Basic Pay with Scale of pay and rate of increment</p>	<p>Dearness Pay/Interim relief/ other allowances etc (with break-up details)</p>	<p>Total Emoluments</p>	<p>16 A. Additional information, if any, relevant to the post you applied for in support of your suitability for the post. (This among other may provide information with regard to)</p> <p>(i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the vacancy circular / Advertisement)</p>			<p>16 B. Achievements: The candidates are requested to indicate information with regard to:</p> <p>(i) Research publication and reports and special projects (ii) Awards/ Scholarships/ Official Appreciation (iii) Affiliation with the professional bodies/ Institutions/ societies and (iv) Patents registered in own name or achieved for the organization (v) Any research/ innovative measure involving official recognition (vi) Any other information</p>		
Basic Pay in the PB	Grade Pay	Total Emoluments																
<p>15. In case the applicant belongs to an Organization which is not following the Central Government Pay-scales, the latest salary slip issued by the Organization showing the following details may be enclosed.</p>																		
<p>Basic Pay with Scale of pay and rate of increment</p>	<p>Dearness Pay/Interim relief/ other allowances etc (with break-up details)</p>	<p>Total Emoluments</p>																
<p>16 A. Additional information, if any, relevant to the post you applied for in support of your suitability for the post. (This among other may provide information with regard to)</p> <p>(i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the vacancy circular / Advertisement)</p>																		
<p>16 B. Achievements: The candidates are requested to indicate information with regard to:</p> <p>(i) Research publication and reports and special projects (ii) Awards/ Scholarships/ Official Appreciation (iii) Affiliation with the professional bodies/ Institutions/ societies and (iv) Patents registered in own name or achieved for the organization (v) Any research/ innovative measure involving official recognition (vi) Any other information</p>																		



(Note. Enclose a separate sheet if the space is insufficient)  
17. Please state whether you are applying for depuration (STC) / Absorption / Re-employment Basis # (Officers under Central / State Governments are only eligible for "Absorption" Candidates of non- Government organizations are eligible only for Short Term Contract)  
# (The option of 'STC' / 'Absorption' / 'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment")  
18. Whether belongs to SC / ST

I have carefully gone through the vacancy circular/ advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification / Work Experience 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)

Address.....

Telephone.....

e-Mail ID.....

Date.....

Countersigned

(Employer/ Cadre Controlling Authority with seal)

24/C

**Certification by the Employer / Cadre Controlling Authority**

The information / details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he/ she will be relieved immediately.

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 ACR/ APAR Dossier in original is enclosed/ photocopies of the ACRs/APARs for the last 5 years duly attested (on each page) by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- (iv) No major/ minor penalty has been imposed on him/ her during the last 10 years Or A list of major/ minor penalties imposed on him / her during the last 10 years is enclosed (as the case may be)

Countersigned

\_\_\_\_\_  
(Employer/ Cadre Controlling Authority with seal)

(4)

266/C

F. No. 2/1/2021-RE  
Government of India  
Ministry of Finance  
Department of Economic Affairs  
Regulatory Establishment Section

251-D, North Block, New Delhi-110001

Dated the 24<sup>th</sup> March 2021

To

1. All Secretaries to the Government of India
2. All Chief Secretaries of the State Governments
3. Cadre Controlling Authorities of All India Services / Central Civil Services, Group-A.

Subject: Filling up the post(s) of Whole Time Member, Securities and Exchange Board of India on deputation/contract basis.

Sir/Madam,

Applications are invited for filling up two posts of Whole Time Member in the Securities and Exchange Board of India (SEBI), Mumbai. The Whole Time Member shall have an option to receive pay – (a) as admissible to a Additional Secretary to the Government of India; or (b) a consolidated salary of **Rs. 4,00,000/- (Rupee four lakh only)** per month as recommended by the Seventh Pay Commission and subsequently accepted by the Government vide Resolution dated 25<sup>th</sup> July 2016.

2. The Whole Time Member shall be a person of ability, integrity and standing who has shown capacity in dealing with problems relating to securities markets or has special knowledge or experience of law, finance, economics, accountancy, administration or in any other discipline, which in the opinion of the Central Government shall be useful to the Board;

3. Keeping in view the role and importance of SEBI as a regulator, it is desirable that persons aged 45 years and above with high integrity, eminence and reputation, preferably with more than 20 years of professional experience, may apply.

4. The terms and conditions of service of the Whole Time Member will be regulated by the Securities and Exchange Board of India (Terms and Conditions of Service of the Chairman and Members) Rules, 1992 as amended from time to time. The Whole Time Member shall hold office for such period not exceeding 5 years and shall not hold office beyond 65 years of age, whichever is earlier, and is eligible for re-appointment.

Sh. Yogesh



257/c

5. The applications in respect of eligible officers/eminant qualified persons, who are interested and can be spared in the event of selection may be forwarded duly verified/countersigned by the Head of Departments (where applicable) alongwith the following documents:-

- (i) up-to-date and complete ACRs/APARs in original/attested photocopies of last 5 years
- (ii) Integrity Certificate
- (iii) Vigilance Clearance including certification that no disciplinary proceeding(s) or criminal proceeding(s) are either pending or contemplated against the officers concerned.
- (iv) Major / minor penalties, if any, imposed on the candidate during the last ten years/No penalty certificate

6. Applications received without ACRs/APARs or which do not contain complete information/documents or received after the due date shall not be entertained. The candidates who volunteer to be considered will not be allowed to withdraw their names later.

7. The appointment shall be made by the Central Government on the recommendation of the Financial Sector Regulatory Appointments Search Committee (FSRASC) as provided in the SEBI (Terms and Conditions of Service of the Chairman and Members) Rules, 1992. It may, however, be noted that the FSRASC is free to identify and recommend any other person also, on the basis of the merits, who has not applied for the post.

8. Application in the proforma annexed should be forwarded through proper channel so as to reach to the undersigned in the Department of Economic Affairs, Ministry of Finance, Room No. 71B, North Block, New Delhi-110001 on or before 30<sup>th</sup> April 2021.

Encl: As above.

Yours faithfully,



(Manish Kumar Jha)  
Deputy Secretary to the Government of India  
Tel: 23093510

2501

F. No. 2/1/2021-RE  
Government of India  
Ministry of Finance  
Department of Economic Affairs  
Regulatory Establishment Section

\*\*\*

251-D, North Block, New Delhi-110001

Dated the 24<sup>th</sup> March 2021

**Filling up the post of Whole Time Member, Securities and Exchange Board of India (SEBI)**

Applications are invited from the eligible candidates for filling up the post of Whole Time Member (WTM) in **Securities and Exchange Board of India (SEBI)**. The Whole Time Member shall have an option to receive pay – (a) as admissible to a Additional Secretary to the Government of India; or (b) a consolidated salary of **Rs. 4,00,000/- (Rupee four lakh only)** per month as recommended by the Seventh Pay Commission and subsequently accepted by the Government vide Resolution dated 25<sup>th</sup> July 2016.

2. The terms and conditions of service of the WTM will be regulated by the Securities and Exchange Board of India (Terms and Conditions of Service of the Chairman and Members) Rules, 1992, as amended from time to time. The WTM shall hold office for such period not exceeding 5 years and shall not hold office beyond 65 years of age, whichever is earlier, and will be eligible for re-appointment. Detailed particulars of the post may be seen at Annexure-I.

3. Applications of eligible candidates in the prescribed proforma (Annexure-II) along with attested copies of Annual Confidential Reports (ACRs)/APARs for the last five years, Vigilance Clearance and No Penalty and Integrity Certificate (in respect of serving Government Servants and employees of PSUs, Academic and Research Institutions / Universities, etc.) may be forwarded **through proper channel, so as to reach the undersigned on or before 30<sup>th</sup> April 2021 at the following address:**

Deputy Secretary (RE)  
Financial Markets Division  
Department of Economic Affairs  
Ministry of Finance  
Room No. 71B, North Block  
New Delhi 110 001

3. Incomplete applications and applications received after the last date shall not be considered.



(Manish Kumar Jha)  
Deputy Secretary to the Govt. of India  
Tel. No.011-23093510



**Annexure-I**

1. Name of the Post : Whole Time Member, Securities and Exchange Board of India
2. Number of Post : 02 (two)
3. Scale of Pay : The Whole Time Member shall have an option to receive pay – (a) as admissible to a Additional Secretary to the Government of India; or (b) a consolidated salary of **Rs. 4,00,000/- (Rupee four lakh only)** per month as recommended by the Seventh Pay Commission and subsequently accepted by the Government vide Resolution dated 25<sup>th</sup> July 2016.
4. Eligibility Conditions :
  - (1) A person of ability, integrity and standing who has shown capacity in dealing with problems relating to securities markets or has special knowledge or experience of law, finance, economics, accountancy, administration or in any other discipline, which in the opinion of the Central Government shall be useful to the Board. The Whole Time Member should be a person who does not, and will not have any such financial or other interests as are likely to affect prejudicially his functions as the Whole Time Member.
  - (2) Keeping in view the role and importance of SEBI as a regulator, it is desirable that persons aged 45 years and above with high integrity, eminence and reputation, preferably with more than 20 years of professional experience, may apply alongwith the following documents:
    - (i) up-do-date and complete ACRs/APARs in original/attested photocopies of last 5 years
    - (ii) Integrity Certificate
    - (iii) Vigilance Clearance including certification that no disciplinary proceeding(s) or criminal proceeding(s) are either pending or contemplated against the officers concerned.
    - (iv) Major / minor penalties, if any, imposed on the candidate during the last ten years/No penalty certificate
  - (3) The terms and conditions of service of the Whole Time Member will be regulated by the Securities and Exchange Board of India (Terms and Conditions of Service of Chairman and Members) Rules, 1992, as amended from time to time. The Whole Time Member shall hold office for such period not exceeding 5 years and shall not hold office beyond 65 years of age, whichever is earlier, and will be eligible for re-appointment.

- 256/C
5. Selection Procedure : The appointment shall be made by the Central Government on the recommendation of the Financial Sector Regulatory Appointments Search Committee (FSRASC) as provided in the SEBI (Terms and Conditions of Service of the Chairman and Members) Rules, 1992. It may, however, be noted that the FSRASC is free to identify and recommend any other person also, who has not applied for the post, on the basis of merit.