

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

F.10(306)/Coord/2018/Vol-V/081584592/1813-1818
To

Dated: 21/07/2020

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

Sir/Madam

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 |
|-------|--|---|--|
| 1 | Department of Financial Services, Ministry of Finance, GOI | No.08/03/2020-DRT dated 03/07/2020 | Filling up existing/anticipated and unforeseen vacancies (up to 31/12/2020) of Registrar in Debts Recovery Appellant Tribunals and Debts Recovery Tribunals on deputation basis. |
| 2 | National Institute of Disaster Management New Delhi | No.NIDM/Admin/129/2016 dated 04/06/2020 | Filling up two posts of Associate Professor on deputation (including short term contract) basis. |
| 3 | Ministry of Shipping, Govt. of India | No.A-12025/3/2011-Estt. Dated 24/06/2020 | Filling up one post of Director (Engineering) in Level-12 on deputation (including short terms contract) basis. |
| 4 | Department of Higher Education, M/o HRD, Govt. of India | No. 5-1/2019-Languages-1 dated 26/05/2020 | Filling up the post of Director, Central Hindi Director (CHD), New Delhi in Level-13 on deputation (including short term contract) basis. |

Yours faithfully

Encl: As above.


21/07/2020

SECTION OFFICER (COORD.)

Dated: 21/07/2020

F.10(306)/Coord/2018/Vol-V/081584592/1813-1818

Copy for information to:

1. PS to. Addl. Chief Secretary (Services), Govt. of NCT of Delhi.
2. PA to Special Secretary-I/II, Govt. of NCT of Delhi
3. DS-I/II/III/IV, Services Department, Govt. of NCT of Delhi


21/07/2020

SECTION OFFICER (COORD.)

Email

Filling up existing, anticipated and unforeseen vacancies (upto 31.12.2020) of Registrar in DRATs and DRTs under Department of Financial Services, Ministry of Finance on deputation basis.

From : DRT <drt@nic.in>

Mon, Jul 06, 2020 11:40 AM

Subject : Filling up existing, anticipated and unforeseen vacancies (upto 31.12.2020) of Registrar in DRATs and DRTs under Department of Financial Services, Ministry of Finance on deputation basis.

To : CS AP <cs@ap.gov.in>, Naresh Kumar <cs-arunachal@nic.in>, Kumar Sanjay Krishna IAS <cs-assam@nic.in>, Chief Secretary Bihar <cs-bihar@nic.in>, Chief Secretary Office <csoffice.cg@gov.in>, Chief Secretary <cs-go@nic.in>, chiefsecretary@gujarat.gov.in, KESHNI ANAND ARORA <cs@hry.nic.in>, Anil Khachi <cs-hp@nic.in>, cs-jandk <cs-jandk@nic.in>, bharatbhushanvyasias@gmail.com, Shri Sukhdev Singh <cs-jharkhand@nic.in>, cs@karnataka.gov.in, officeofcs@gmail.com, Chief Secretary, Government of Kerala <chiefsecy@kerala.gov.in>, Iqbal Singh Bains <cs@mp.nic.in>, cs@maharashtra.gov.in, cs-manipur <cs-manipur@nic.in>, cso-meg <cso-meg@nic.in>, cs miz <cs_miz@rediffmail.com>, Mr TALI TOY <csnigl@nic.in>, Asit Kumar Tripathy <csori@ori.nic.in>, Asit Kumar Tripathy <csori@nic.in>, Chief Secretary Punjab <cs@punjab.gov.in>, csraj@rajasthan.gov.in, Prakash <cs-skm@hub.nic.in>, cs@tn.gov.in, tnstateeoc@gmail.com, Somesh Kumar IAS <cs@telangana.gov.in>, cs-tripura <cs-tripura@nic.in>, cstripura@gmail.com, CHIEF SECRETARY GoUP <csup@nic.in>, chiefsecyuk@gmail.com, chief secretary <cs-uttarakhand@nic.in>, cs-westbengal <cs-westbengal@nic.in>, Chief Secretary Andamans <cs-andaman@nic.in>, Shri Vijay Kumar Dev <csdelhi@nic.in>, Chief Secretary CS, Puducherry <cs.pon@nic.in>

1 attachment

06 JUL 2020

Handwritten signature

Handwritten notes:
DS to CS
06.7.20
ACS (Sec)

Handwritten signature

Handwritten notes:
DS - 11

Handwritten signature
SO (CN)

Handwritten signature
18/07/2020

Handwritten signature
Sh. Yogesh

महोदय,
कृपया, उपर्युक्त विषय के संदर्भ में, संलग्नक देख लें।

सादर,

Section Officer (DRT)/ अनुभाग अधिकारी (डी.आर.टी)

Tel: 011-23748741

Mail ID: drt@nic.in

Ministry of Finance/ वित्त मंत्रालय

Department of Financial Services/ वित्तीय सेवाएं विभाग

Jeevan Deep Building

Parliament Street,

New Delhi-110001

हम हिंदी में पत्राचार का स्वागत करते हैं



491/c

F No 08/03/2020-DRT
Government of India
Ministry of Finance
Department of Financial Services

Jeevan Deep Building,
10, Sansad Marg, New Delhi,
Dated, 3rd July, 2020

Office Memorandum

Subject Filling up existing, anticipated and unforeseen vacancies (upto 31.12.2020) of Registrar in Debts Recovery Appellate Tribunals (DRATs) and Debts Recovery Tribunals (DRTs) under Department of Financial Services, Ministry of Finance on deputation basis

The undersigned is directed to refer to this Department's O.M. of even numbers dated 29th April, 2020 and 8th June, 2020 on the subject cited above and to inform that the last date for receipt of applications for the post of Registrar in DRATs/DRTs has been extended up to 22.07.2020.

2 This may be uploaded on the official website of Department of Personnel and Training (www.dopt.gov.in).

(Subhashchandra Amin)
Under Secretary to the Govt. of India
Tel: 23748763

The Director, CS-I(D),
Department of Personnel & Training,
Lok Nayak Bhawan,
New Delhi.

Copy to:

1. The Joint Secretary (Establishment) of all Ministries/Departments of Government of India.
2. The Chief Secretaries of State Governments and Administrators of UTs.
3. The Controller General of Accounts, Mahalekha Niyantrak Bhawan, Ministry of Finance, GPO Complex, Block E, Aviation Colony, INA Colony, New Delhi, Delhi-110023
4. The Chairman/MD & CEO of all PSBs
5. Registrars of all High Courts
6. The NIC Cell, 2nd Floor, Jeevan Deep Building, New Delhi- with a request to upload the vacancy circular immediately on the official website of DFS (www.financialservices.gov.in)

With a request to kindly forward the application of eligible and willing officers, who can be spared immediately, so as to reach this Department before the last date.

Email

seccservices@nic.in

Fwd: Filling up of two posts of Associate Professor in National Institute of Disaster Management, New Delhi

From : Shri Vijay Kumar Dev <csdelhi@nic.in>

Sat, Jul 04, 2020 07:34 PM

Subject : Fwd: Filling up of two posts of Associate Professor in National Institute of Disaster Management, New Delhi

1 attachment

To : SATYA GOPAL <seccservices@nic.in>, Divisional Commissioner <divcom@nic.in>, ddma ceo <ddma.ceo@gmail.com>

----- Forwarded Message -----

From: Hemant Kumar <hemant.nidm@nic.in>

To: Chief Secretary Andamans <cs-andaman@nic.in>, CS AP <cs@ap.gov.in>, Naresh Kumar <cs-arunachal@nic.in>, Kumar Sanjay Krishna IAS <cs-assam@nic.in>, Chief Secretary Bihar <cs-bihar@nic.in>, Chief Secretary Office <csoffice.cg@gov.in>, Shri Vijay Kumar Dev <csdelhi@nic.in>, Chief Secretary <cs-go@nic.in>, chiefsecretary@gujarat.gov.in, KESHNI ANAND ARORA <cs@hry.nic.in>, Anil Khachi <cs-hp@nic.in>, cs-jandk <cs-jandk@nic.in>, cs@karnataka.gov.in, Chief Secretary, Government of Kerala <chiefsecy@kerala.gov.in>, Iqbal Singh Bains <cs@mp.nic.in>, cs@maharashtra.gov.in, cs-manipur <cs-manipur@nic.in>, cso-meg <cso-meg@nic.in>, cs-mizoram <cs-mizoram@nic.in>, Mr TALI TOY <csngl@nic.in>, Asit Kumar Tripathy <csori@nic.in>, cs-ori@nic.in, Chief Secretary CS, Puducherry <cs.pon@nic.in>, Chief Secretary Punjab <cs@punjab.gov.in>, csraja@rajasthan.gov.in, Prakash <cs-skm@hub.nic.in>, cs@tn.gov.in, Somesh Kumar IAS <cs@telangana.gov.in>, cs-tripura <cs-tripura@nic.in>, cstripura@gmail.com, CHIEF SECRETARY GoUP <csup@nic.in>, chiefsecyuk@gmail.com, cs-westbengal <cs-westbengal@nic.in>, Prakash <cs-skm@nic.in>, chief secretary <cs-uttaranchal@nic.in>, cs miz <cs_miz@rediffmail.com>

Cc: Lt.Col. Dinesh Chander Vashista <jd.nidm@nic.in>, Surendra Thakur <admo officer.nidm@nic.in>

Sent: Sat, 04 Jul 2020 16:48:45 +0530 (IST)

Subject: Filling up of two posts of Associate Professor in National Institute of Disaster Management, New Delhi

Dear Sir/Madam,

I am directed to forward copy of letter no. NIDM/Admin/129/2016 dated 04.06.2020 on the above subject for necessary action please.

Regards,
Hemant Kumar
Programmer, NIDM

— Advt AP.pdf
937 KB

SS-I
DS-II
PH
SO (CN)

NIDM/Admin/129/2016

Date: 04.06.2020

To,

- The Secretaries of Ministries/Departments of Government of India
- Chief Secretaries of State Governments/Union Territories
- Relief Commissioners of all States/SDMA of all States
- MHA/NDMA/NDRF/DGCD

Subject: Filling up of two posts of Associate Professor in National Institute of Disaster Management, New Delhi

Madam/Sir,

The National Institute of Disaster Management require the services of suitable officers for filling up two posts of Associate Professor at its New delhi campus on deputation (including short term contract) basis.

2. This post is classified as Group 'A' post in the pre-revised scale of pay Rs. 15600 - 39100 plus Grade Pay of Rs. 7600 (Level 12 as per pay matrix of 7th CPC).
3. The grades from which deputation (including short term contract) to the post of Associate Professor is to be made is as under:

From amongst the officers / faculty members of the Central Government or State Government or Union Territories or Statutory or Autonomous Bodies or Universities or Institute fully funded by the Central Government or State Government holding analogous post on regular basis in the parent cadre or department; or Assistant Professor with ten years of service in the Grade and having the following qualifications:

(i) Essential qualification :

- (a) Masters Degree in Social Sciences /Environmental/Earth Science/ Engineering/ Disaster Management or allied subjects with at least 55% of the marks or its equivalent grade; and
- (b) Good academic record with Ph.D. degree in the concerned or allied disciplines.

(ii) Essential Experience :-

- (a) The faculty of Universities/Post Graduate Colleges holding analogous post on regular basis in the parent cadre; or

(b) A minimum of 10 years of experience of teaching or of research in a regular position equivalent to that of Assistant Professor; and

(c) With evidence of published work with a minimum of five publications as books or research or policy papers in indexed or International Standard Book Number or International Standard Serial Number or numbered journals and as International Standard Book Number or International Standard Serial Number numbered books;

(III) Desirable experience:

Contribution to innovation educational, design of new curricula, courses and developing training modules, and technology-mediated teaching learning process.

Note 1: Period of deputation shall ordinarily be for three years extendable upto five years. However, the period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall not exceed five years.

Note 2: The maximum age limit for appointment by deputation shall be 56 years as on 1st July of the year of advertisement.

4. A copy of the existing Recruitment Rules for the post of Associate Professor in NIDM under the Ministry of Home Affairs is enclosed. The same are required to be referred for applying for the above posts.
5. Officers who volunteer and are sponsored by their Ministry/Department/State Government/UTs Administration etc. for the post will not be permitted to withdraw their names later.
6. It is requested to give wide circulation to this vacancy among all Statutory/Autonomous organizations/Universities or Institutes, fully funded by the Central Government or State Governments, under your administrative control. The nominations of eligible officers alongwith their applications (in duplicate) duly countersigned by the competent authority in the enclosed proforma alongwith Annual Confidential Reports/APARs in original or their attested copies duly attested with rubber stamp on each page by an officer not below the rank of Under Secretary for the last five years of the officer, who could be spared immediately in the event of his selection, may be sent to **The Executive Director, National Institute of Disaster Management (Ministry of Home Affairs), A wing, 4th Floor, NDCC-II Building, Jai Singh Road, New Delhi-110001** within 60 days of date of issue of this circular. While forwarding the names, an integrity certificate and a certificate that no

disciplinary action/proceedings, vigilance case is either pending or being contemplated against the officer may also be attached. Applicants may send an advance copy to the above address/ email at admo officer.nidm@nic.in.

7. Applications received after the last date or application incomplete in any respect or those not accompanied by the document/information mentioned in para 6 above will not be considered. The cadre authorities may ascertain that the particulars sent by the officer are correct as per their service record.

Encl: As above.

Yours faithfully



(Surendra Thakur)
Consultant & I/C (HR & Admin)

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|--|--|--|---|---|
| <p>marks or its equivalent grade; and</p> <p>(b) Good academic record with Ph.D. degree in the concerned or allied disciplines.</p> <p>(ii) Essential Experience :-</p> <p>(a) The faculty of Universities/Post Graduate Colleges holding analogous post on regular basis in the parent cadre; or</p> <p>(b) A minimum of 10 years of experience of teaching or of research in a regular position equivalent to that of Assistant Professor; and</p> <p>(c) With evidence of published work with a minimum of five publications as books or research or policy papers in indexed or International Standard Book Number or International Standard Serial Number or numbered journals and as International Standard Book Number or International Standard Serial Number numbered books.</p> <p>(iii) Desirable experience:</p> <p>Contribution to innovation educational, design of new curricula, courses and developing training modules, and technology-mediated teaching learning process.</p> | | | <p>Term Contract) failing which by direct recruitment</p> | <p>service at the level of Research Associate (or equivalent) in the grade on regular basis with good academic record and fulfilling essential qualifications for the post as given in Col. (7).</p> <p>By deputation (Including Short-Term Contract):</p> <p>From amongst the officers / faculty members of the Central Government or State Government or Union Territories or Statutory or Autonomous Bodies or Universities or Institute fully funded by the Central Government or State Government holding analogous post on regular basis in the parent cadre or department; or</p> <p>Assistant Professor with ten years of service in the Grade and having the qualifications specified in Column (7)</p> <p>Note 1: Period of deputation shall ordinarily be for three years extendable upto five years. However, the period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall not exceed five years.</p> <p>Note 2: The maximum age-limit for appointment by deputation shall be 56 years as on 1st July of the year of advertisement.</p> |
|--|--|--|---|---|

| (12) | (13) |
|--|-----------------------|
| <p>Group 'A' Departmental Selection Committee (for considering appointment and promotion) consisting of :-</p> <ol style="list-style-type: none"> Secretary (Border Management) or Special Secretary or Additional Secretary, In-charge of DM Division, Ministry of Home Affairs -Chairman Joint Secretary (Disaster Management), Ministry of Home Affairs - Member Executive Director, National Institute of Disaster Management - Member Advisor/ Joint Secretary , National Disaster Management Authority (to be nominated by Secretary, National Disaster Management Authority) -Member One eminent external expert in the field of disaster management to be nominated by Home Minister -Member | <p>Not applicable</p> |

Proforma for the post of Associate Professor on deputation (ISTC basis) basis

(1) Name and Address in Block Letters:

(2) Date of Birth (in Christian Era):

- (3) (i) Present Post Held:
(ii) Name of the Organisation where posted:
(iii) Date of entry into regular service:
(iv) Date of Superannuation:

Paste latest
passport size
photograph

(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/ RRs | Qualifications / Experience possessed by the officer |
|---|--|
| <p>From amongst the officers / faculty members of the Central Government or State Government or Union Territories or Statutory or Autonomous Bodies or Universities or Institute fully funded by the Central Government or State Government holding analogous post on regular basis in the parent cadre or department; or Assistant Professor with ten years of service in the Grade and having the following qualifications:</p> <p>(i) Essential qualification :</p> <p>(a) Masters Degree in Social Sciences /Environmental/Earth Science/ Engineering/ Disaster Management or allied subjects with at least 55% of the marks or its equivalent grade; and</p> <p>(b) Good academic record with Ph.D. degree in the concerned or allied disciplines.</p> | (a) |

| | |
|---|--|
| <p>(ii) Essential Experience :-</p> <p>(a) The faculty of Universities/Post Graduate Colleges holding analogous post on regular basis in the parent cadre; or</p> <p>(b) A minimum of 10 years of experience of teaching or of research in a regular position equivalent to that of Assistant Professor; and</p> <p>(c) With evidence of published work with a minimum of five publications as books or research or policy papers in indexed or International Standard Book Number or International Standard Serial Number or numbered journals and as International Standard Book Number or International Standard Serial Number numbered books;</p> | |
| <p>(iii) Desirable experience:</p> <p>Contribution to innovation educational, design of new curricula, courses and developing training modules, and technology-mediated teaching learning process.</p> | |

(Add Additional Sheet if necessary)

| | | |
|-----|---|--|
| (6) | <p>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.</p> | |
|-----|---|--|

- (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 and Grade Pay / Pay Scale of the post held on regular basis | Nature of duties (in detail) highlighting experience required for the post applied for |
|------------------------|----------------------------------|------|----|---|---|
| | | | | | |

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* 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, Pay Band and Grade Pay drawn under ACP/ MACP Scheme | From | To |
|--------------------|--|------|----|
| | | | |

(8) Nature of present employment (i.e. Adhoc or temporary or quasi – permanent or permanent)

(9) In case the present employment is held on deputation / contract basis, please state:

| Date of Initial appointment | Period of appointment on deputation / contract | Name of the parent office/ organization to which the applicant belongs | Name of the post and pay of the post held in substantive capacity in the present organization |
|-----------------------------|--|--|---|
| | | | |

| | | |
|------|---|--|
| (10) | If any post held on deputation by the application in the past, date of return from the last deputation and other details. | |
|------|---|--|

(11) Additional details about present

employment:

- (a) Central Government
- (b) State Government
- (c) Autonomous Organization
- (d) Government undertaking
- (e) Universities
- (f) Others

(12) Are you in the revised scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale

(13) Total emoluments per month now drawn

| Basic pay in the pay Band | Grade Pay | Total Emoluments |
|---------------------------|-----------|------------------|
| | | |

(14) 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:-

| Basic Pay with scale of pay and rate of increment | Dearness Pay/ interim relief/ other allowances (with break-up details) | Total emoluments |
|---|--|------------------|
| | | |

(15) Additional Information, if any, relevant to the post you applied for in support of your suitability for the post (Additional Academic qualifications professional training, work experience over and above prescribed in the Vacancy Circular/ Advertisement).

| | | |
|------|--|--|
| (16) | <p>Achievements:</p> <p>The Candidates are requested to indicate information with regard to :</p> <p>(i) Research publication and</p> | |
|------|--|--|

| | | |
|-------|---|--|
| | reports and special projects. | |
| (ii) | Awards/ Scholarships / Official appreciation | |
| (iii) | Affiliation with the professional bodies/ institutions / societies | |
| (iv) | Patents registered in own name or achieved for the organization | |
| (v) | Any research / innovative measure involving official recognition and; | |
| (vi) | Any other information | |

(17) 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

Name: _____

Office Address: _____

Telephone/Fax/Email: _____

Date:

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 possess educational qualifications and experience mentioned in the vacancy circular. If selected, he / she will be relieved immediately.

Also certified that:-

- (i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt./Kum. _____
- (ii) His/ Her integrity is certified.
- (iii) His/ Her CR Dossier in original/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary to the Government 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)

Name in Block Letters:

Designation:

Office Seal:

Email:

Fwd: Vacancy circular for filling up one post of Director (Engineering) in Level:12 as per 7th CPC (pre-revised pay scale of PB-3 Rs. 15,600-39,100 + Grade pay Rs. 7600 as per 6th CPC) by Deputation, including short term contract basis, in the Development Wing of Ministry of Shipping

From : Shri Vijay Kumar Dev <csdelhi@nic.in>

Mon, Jul 06, 2020 12:20 PM

Subject : Fwd: Vacancy circular for filling up one post of Director (Engineering) in Level:12 as per 7th CPC (pre-revised pay scale of PB-3 Rs. 15,600-39,100 + Grade pay Rs. 7600 as per 6th CPC) by Deputation, including short term contract basis, in the Development Wing of Ministry of Shipping

2 attachments

To : SATYA GOPAL <seccservices@nic.in>

From : "Avinash kusumakar" <a.kusumakar@nic.in>

To : "Sanjay Agarwal" <secy-agri@nic.in>, "Trilochan Mohapatra" <dg.icar@nic.in>, "Atul Chaturvedi" <secyahd@nic.in>, "RAJESH KOTTECHA" <secy-ayush@nic.in>, "O/o Secretary (C&PC)" <sec.cpc@nic.in>, "Pradeep Singh Kharola" <secy.moca@nic.in>, "Anil Kumar Jain" <secy.moc@nic.in>, "Leena Nandan" <secy-ca@nic.in>, "Shri Sudhanshu Pandey" <secy-food@nic.in>, "Secretary MCA" <secy.mca@nic.in>, "Shri Anand Kumar" <secy-culture@nic.in>, "secy-ipp" <secy-ipp@nic.in>, "Anshu Prakash" <secy-dot@nic.in>, "Raj Kumar" <sdpsn@nic.in>, "Shri Ravi Kant" <secyesw@nic.in>, "DEFENCE SECRETARY" <defsecy@nic.in>, "secydoner" <secydoner@nic.in>, "Secretary MoES" <secretary@moes.gov.in>, "Ajay Sawhney" <secretary@meity.gov.in>, "Shri R P Gupta" <secy-moef@nic.in>, "psfs" <psfs@mea.gov.in>, "secyeast secyeast" <secyeast@mea.gov.in>, "Secretary ER" <secyer@mea.gov.in>, "secywest" <secywest@mea.gov.in>, "Secretary CPV OIA Secretary CPV OIA" <secycpv@mea.gov.in>, "Mr Tarun Bajaj" <secy-dea@nic.in>, "T.V. Somanathan" <secyexp@nic.in>, "Ajay Bhushan Pandey" <secy@nic.in>, "Secretary FS" <secy-fs@nic.in>, "Secretary MoFPI" <secy.mofpi@nic.in>, "Ms Preeti Sudan" <secyhf@nic.in>, "OFFICE OF SECRETARY (HI)" <shioff@nic.in>, "Shri Sailesh" <secy-dpe@nic.in>, "jsp-mha@nic.in", "M.GOPAL REDDY JOINT SECRETARY" <gopal.reddy@nic.in>, "Secy-ol." <secy-ol@nic.in>, "Ajay Kumar Bhalla" <hshso@nic.in>, "DURGA SHANKER MISHRA" <secyurban@nic.in>, "Anita Karwal" <secy.sel@nic.in>, "Shri Amit Khare" <secy.dhe@nic.in>, "Amit Khare" <secy.inb@nic.in>, "Secretary DIPAM" <secydivest@nic.in>, "U P Singh" <secy-mowr@nic.in>, "secylabour@nic.in", "Barun Mitra" <secy-jus@gov.in>, "Narayana Raju" <gn.raju@nic.in>, "secymines@nic.in", "Sh. Indu Shekhar Chaturvedi" <secy-mnre@nic.in>, "Mr Sunil Kumar" <secy-mopr@nic.in>, "Dr. R.S Shukla" <secympa@nic.in>, "C Chandramouli" <secy_mop@nic.in>, "Dr. Kshatrapati Shivaji" <secy-arpg@nic.in>, "Tarun Kapoor" <sec.png@nic.in>, "Secretary Power" <secy-power@nic.in>, "SECRETARY MORT&H" <secy-road@nic.in>, "Shri Nagendra Nath Sinha" <secyrd@nic.in>, "Secretary Land Resources" <secylr@nic.in>, "Prof Ashutosh Sharma" <dstsec@nic.in>, "Secretary DBT" <secy.dbt@nic.in>, "DG CSIR" <dgcsir.csir@nic.in>, "Dr Sanjeev Ranjan" <secyship@nic.in>, "Praveen Kumar" <secy-msde@nic.in>, "R Subrahmanyam" <secywel@nic.in>, "Shakuntala Doley Gamlin" <secretaryda-msje@nic.in>, chairman@isro.gov.in, "PRAVIN SRIVASTAVA" <secymospi@nic.in>, "P.K. Tripathi" <secy-steel@nic.in>, "Secretary Tourism" <sectour@nic.in>, "Secretary Tribal Affairs" <secy-tribal@nic.in>, "secy. wcd" <secy.wcd@nic.in>, "Ravi Mital" <secy-sports@nic.in>, "Secretary Youth Affairs" <secy-ya@nic.in>, "CS AP" <cs@ap.gov.in>, "Naresh Kumar" <cs-arunachal@nic.in>, "Kumar Sanjay Krishna IAS" <cs-assam@nic.in>, "Chief Secretary Bihar" <cs-bihar@nic.in>, "Chief Secretary Office" <csoffice.cg@gov.in>, chiefsecretary@gujarat.gov.in, "Chief Secretary" <cs-go@nic.in>, "KESHNI ANAND ARORA" <cs@hry.nic.in>, "Anil Khachi" <cs-hp@nic.in>, "cs-jandk" <cs-jandk@nic.in>, "Shri Sukhdev Singh" <cs-jharkhand@nic.in>, cs@karnataka.gov.in, "Chief Secretary, Government of Kerala" <chiefsecy@kerala.gov.in>, "Iqbal Singh Bains" <cs@mp.nic.in>, cs@maharashtra.nic.in, "cs-manipur" <cs-manipur@nic.in>, "cso-meg" <cso-meg@nic.in>, "Mr TALI TOY" <csnlg@nic.in>, "Asit Kumar Tripathy" <csori@nic.in>, "Chief Secretary, Punjab" <cs@punjabmail.gov.in>, "D B Gupta cs, rajasthan" <cs-rajasthan@nic.in>, skm@hub.nic.in, "chief secretary" <cs-uttaranchal@nic.in>, cs@tn.gov.in, "Somesh Kumar IAS" <cs@telangana.gov.in>, "cs-tripura" <cs-tripura@nic.in>, "CHIEF SECRETARY GoUP" <csup@nic.in>, chiefsec@wb.gov.in, "Shri Vijay Kumar Dev" <csdelhi@nic.in>, "Shri. Dineshwar Sharma IPS" <lk-admin@nic.in>, "Praful Patel" <administrator-dd@gov.in>, "Chief Secretary Andamans" <cs-andaman@nic.in>, "Chief Secretary CS, Puducherry" <cs.pon@nic.in>

Sent: Monday, July 6, 2020 11:31:11 AM

Subject: Vacancy circular for filling up one post of Director (Engineering) in Level:12 as per 7th CPC (pre-revised pay scale of PB-3 Rs. 15,600-39,100 + Grade pay Rs. 7600 as per 6th CPC) by Deputation, including short term contract basis, in the Development Wing of Ministry of Shipping

Respected Sir/Madam,

Please find enclosed the Vacancy circular for filling up one post of Director (Engineering) in Level:12 as per 7th CPC (pre-revised pay scale of PB-3 Rs. 15,600-39,100 + Grade pay Rs. 7600 as per 6th CPC) by Deputation, including short term contract basis, in the Development Wing of Ministry of Shipping.

With regards,

Avinash Kusumakar
Under Secretary, (Admin)
Ministry of Shipping
Room No.427, Transport Bhawan,
Parliament Street,
NEW DELHI - 110 001.
Ph.011-23710363.

SAGARMALA

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IMMEDIATE

GOVERNMENT OF INDIA
MINISTRY OF SHIPPING
(ESTABLISHMENT SECTION)

Room No. 425,
Transport Bhawan
1, Parliament Street, New Delhi-01

No. A-12025/3/2011-Estt.

Dated the 24th June, 2020**VACANCY CIRCULAR**

To,

1. The Chief Secretaries of all State Governments/ Administrators of UTs
2. All Ministries/Departments of Government of India
3. All Attached/Sub-ordinate offices/Autonomous bodies etc under the Administrative control of Ministry of Shipping.

Subject: -Filling up the post of Director (Engineering) in Level:12 as per 7th CPC (pre-revised pay scale of PB-3 Rs. 15,600-39,100 + Grade pay Rs. 7600 as per 6th CPC) by Deputation, including short term contract basis, in the Development Wing of Ministry of Shipping

It is proposed to fill up one post of Director (Engineering) in the Development Wing of this Ministry in Level:12 as per 7th CPC (pre-revised pay scale of PB-3 Rs. 15,600-39,100 + Grade pay Rs. 7600 as per 6th CPC) by deputation (including short term contract) basis. The Period of deputation shall be four years, subject to the condition that period of deputation, including Short-term Contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government, shall ordinarily not exceed four years. The eligibility conditions, qualifications, experience required for the post, and other details are given in **Annexure- I**.

2. It is requested that the applications (in duplicate) in the enclosed proforma (**Annexure II**) of the willing and eligible officers, who would be spared in the event of their selection may be sent through proper channel to the Under Secretary, Room No. 427, Ministry of Shipping, Transport Bhawan, 1 Parliament Street, New Delhi-110001 **within 60 days from** the date of publication of notice in Employment News/ Rozgaar Samachar/leading National Dailies (2 English and 2 Hindi newspapers) whichever is later, together with the following:-

- (i) Up-to-date ACRs dossier of the applicants or clear photocopies of the ACRs for last five years duly attested (on each page) by an officer not below the rank of Under Secretary to Govt. of India.
- (ii) Vigilance clearance in respect of the officer.
- (iii) Integrity Certificate.

(iv) A statement showing major or minor penalties, if any, imposed on the officer during the last ten years.

(v) Cadre Clearance in respect of the officer.

The Circular may also be downloaded from this Ministry's website www.shipmin.gov.in.

3. Applications received after the closing date or without any of the aforesaid documents or otherwise found incomplete or not in the prescribed proforma are liable to be rejected. Officers who apply for the post will not be allowed to withdraw their candidature subsequently.

4. While forwarding the applications, it may be verified and certified that particulars furnished by the officer are correct. It may also be confirmed that in the event of selection for appointment, the officer concerned will be relieved of his duties.

5. All the Ministries/Departments are requested to circulate the vacancy in their attached/sub-ordinate offices/educational and other institutions.

Yours faithfully,


(Avinash Kusumakar)

Under Secretary to the Govt. of India

Copy to:

1. All Wing Heads
2. Office of the Hon'ble Minister of State for Shipping (I/C) and Chemicals & Fertilizers
3. PS to Secretary(S)/PS to AS(S)/PS to AS&FA
4. US(Co-ordination) - with the request to circulate this vacancy circular among all attached/subordinate offices/autonomous bodies/PSUs of Ministry of Shipping.
5. Senior Technical Director (NIC):- with the request to up-load the above circular along with its Annexure on the official website of Ministry of Shipping.
6. Notice Board --- 5 copies
7. Spare --- 2 copies.

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ANNEXURE-I

Qualifications, experience and other details require for the post of Director (Engineering) in the Ministry of Shipping.

1. Name of the post : Director (Engineering)
2. Number of Post : 1 (one)
3. Classification
Gazetted(Non-Ministerial) : General Centre Service Group 'A'
4. Pay : Level:12 as per 7th CPC (pre-revised pay scale of PB-3 Rs. 15,600-39,100 + Grade pay Rs. 7600 as per 6th CPC)
5. Period of deputation : 4 years, subject to the condition that the period of deputation including Short-term Contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Government shall ordinarily not exceed four years
6. Duties and responsibilities of the post:
 - i. Scrutiny of detailed project reports/feasibility reports, cost estimates of schemes relating to major/minor/intermediate ports and fishing harbour project/schemes referred by M/o Agriculture.
 - ii. Examination of tender documents, specifications proposed for civil works of port projects.
 - iii. Preparation/scrutiny of draft notes for EFC, PIB and CCEA on investment proposals.
 - iv. Works relating to committees, working groups set up by the Ministry, Port Trusts, or other Departments connected with major ports in which the Development Advisor (Ports) is a member.

7. Qualification, eligibility and experience required for the post:-

Officers under the Central Government or State Government or Union Territory or Major Ports or Public Sector Undertakings, Autonomous Bodies or Universities or Research Organizations :

- (a) (i) Holding analogous post on a regular basis in the parent cadre or department ; or
 - (ii) With 5 years service in the grade rendered after appointment thereto on a regular basis in the scale of Rs. 10000-325-15200 (as per 6th CPC, PB-3 Rs. 15600-39100+ Grade Pay Rs. 6600/- or equivalent in the parent cadre or department ; and
 - (b) Possessing the following educational qualifications and experience:-
 - (i) Degree in Civil/Mechanical Engineering from a recognized University or equivalent;
 - (ii) Ten years' experience in the field of either :
 - a) Design, construction and Maintenance of Civil Engineering works including Harbour Engineering ; or
 - b) Maintenance and operation of different types of cranes, diesel locos, marine engines, winches and auxillary machinery in a mechanical or marine workshop or organization
8. (i) The Departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.
- (ii) Period of deputation, including short term contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/Department of Central Government, shall ordinarily not exceed four years.
9. Age : Not exceeding 56 years as on the closing date of receipt of applications.

BIO-DATA/ CURRICULUM VITAE PROFORMA

| | |
|---|---|
| 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 | Qualifications/ experience possessed by the officer |
| Essential | Essential |
| A) Qualification | A) Qualification |
| B) Experience | B) Experience |
| Desirable | Desirable |
| A) Qualification | A) Qualification |
| B) Experience | B) Experience |
| <p>5.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualifications 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.</p> <p>5.2 In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.</p> | |
| 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 | |
| <p>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.</p> | |

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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 and 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 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, 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 | | | |
| 9. In case the present employment is held on deputation/contract basis, please state- | | | |
| a) The date of initial appointment | b) Period of appointment on deputation/contract | c) Name of the parent office/organization to which the applicant belongs. | d) Name of the post and 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 and Integrity certificate. | | | |
| 9.2 Note: Information under Column 9(c) & (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/ organisation | | | |

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any post held on Deputation in the
by the applicant, date of return
on the last deputation and 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 Government
- b) State Government
- c) Autonomous Organization
- d) Government Undertaking
- e) Universities
- f) Others

12. Please state whether 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

14. Total emoluments per month now drawn

| Basis Pay in the PB | Grade Pay | Total Emoluments |
|---------------------|-----------|------------------|
| | | |

15. In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation showing the following details may be enclosed.

| Basic Pay with Scale of Pay and rate of increment | Dearness Pay/interim relief /other Allowances etc., (with break-up details) | Total Emoluments |
|---|--|------------------|
| | | |

6.A Additional information, if any, relevant to the
post you applied for 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)

(Note: 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 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.

(Note: Enclose a separate sheet if the space is insufficient)

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 _____

501/c

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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 CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary 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)

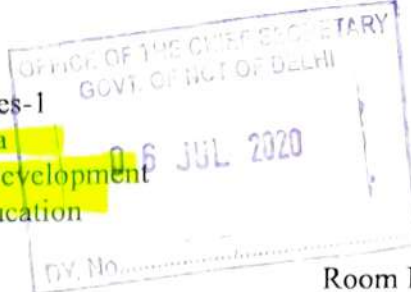
No.5-1/2019-Languages-1

Government of India

Ministry of Human Resource Development

Department of Higher Education

Language Division



521/c

6
GHD/2020/16357.
By. No.

Room No. 502-D
Shastri Bhawan, New Delhi.
Dated 26 May 2020

OFFICE MEMORANDUM

Subject: Filling up the post of Director, Central Hindi Director (CHD), New Delhi in Level 13 (Rs. 123100-215900/-) of the pay matrix.

The undersigned is directed to invite applications from eligible candidates for filling up on Deputation (including short-term contract) one vacancy of the post of Director, Central Hindi Directorate, R.K. Puram New Delhi, in Level 13 (Rs. 123100-215900/-) of the pay matrix. The Central Hindi Directorate is an attached office under the Department of Higher Education, Ministry of Human Resource Development.

2. The details of the post and eligibility conditions alongwith Performa for application are enclosed.

3. The Candidate selected for appointment will be treated on deputation/ contract as the case may be and will be governed as per extant rules of the Govt. of India. The candidate once selected will not be allowed to withdraw.

4. The vacancy may please be circulated amongst suitable persons and applications (in duplicate) in the prescribed proforma alongwith complete and up-to-date Annual Confidential Reports /APAR of suitable persons who could be spared in the event of their selection, may be sent to the undersigned within 60 days from the date of issue of advertisement for the above post in the employment News/Rozgar Samachar.

5. While forwarding the applications, it may please be verified and certified that the particulars furnished by the candidates are correct and that no disciplinary action is pending or contemplated against the officer. The integrity of the officer may also be certified.

6. Incomplete applications and those not accompanied by ACR dossiers will not be considered.

Suman Dixit

(Suman Dixit)

Deputy Secretary (Languages)

Tele; 011-2307 2112

Encl. As above.

S.S.I.
DS-III
10/7

[Signature]
SO (CNY)

Copy to:

1. All Ministries and Department of the Government of India.
2. Director, Central Hindi Directorate, New Delhi.
3. Chief Secretaries of all the State/UTs.
4. PS to HRM/ PS to MOS (SSD),/PS to Secretary (HE)
5. Vice-Chancellors of All Central Universities
6. University Grant Commission, New Delhi for circulating to all Universities under UGC.
7. Secretary, University Grants Commission, Bahadurshah Zafar Marg, New Delhi with the request to give wide publicity to the vacancy in all Universities/ Research Bodies etc.
8. Director (OL), Official Language, M/o HRD, Shastri Bhawan for providing Hindi version of the advertisement at the earliest.
9. Ministry of Information and Broadcasting, Shasti Bhawan, New Delhi for arranging suitable publicity in Air Media about the vacant post.
10. Director, NIC, MHRD has requested to upload the draft advertisement for the post of Director, CHD on the website of the MHRD, D/o Higher Education.
11. Director General , DAVP, Phase IV Soochna Bhawan, CGO complex, New Delhi along with **English and Hindi versions** of the advertisement for immediately releasing it in the Employment News, Rozgar Samachar and newspapers (shortlisted by the DAVP) all over the country. The advertisement to be published in the newspaper (as per DAVP list) all over the country would **exclude** the application proforma. **Note-2 of the advertisement** advising the candidates to get further details including application proforma, by referring to the advertisement for the above post published in the Employment News and Rozgar Samachar dated _____ June, 2020, is to be including **only in the advertisements to be released in newspapers throughout the country** by incorporating the date of a advertisement published in the **Employment News/ Rozgar Samachar**. The estimate for publishing the advertisement in (a) Employment News (b) Rozgar Samachar, and (c) newspapers as per DAVP list, may be furnished immediately to enable the MHRD make the necessary payment to the DAVP. .



(Suman Dixit)

Deputy Secretary (Languages)

Tele; 011-2307 2112

520/c

Government of India
Ministry of Human Resource Development
Department of Higher Education
Language Division

Advertisement for the post of Director

Applications are invited from eligible candidates for filling up on Deputation basis (including short-term contract), one vacancy of the post of Director, Central Hindi Directorate, New Delhi in **Level 13 (Rs. 123100-215900/-) of the pay matrix** from persons possessing qualifications and experience mentioned below in the prescribed proforma published in the Employment News/ Rozgar Samachar. The application form can also be downloaded from M/o HRD's website www.education.nic.in.

Pay Scale: Level 13 (Rs. 123100-215900/-) of the pay matrix

Mode of Recruitment: Deputation (including short term contract)

Period of Deputation: Period of deputation (ISTC) including period of deputation (ISTC) in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or department of the Central/ Govt. shall ordinarily not exceed five years.

Age Limit: The maximum age limit for appointment by deputation (ISTC) shall be not exceeding 56 years as on the closing date of the receipt of applications. [The age of the applicants would be reckoned as on the closing date for receipt of applications as per advertisement for the post published in the Employment News/ Rozgar Samachar].

Field of Selection: Deputation (including short-term contract):

Officer of the Central or State Government Union territories or Universities/recognised research Institutions or Public Sector Undertakings or Statutory or Autonomous organizations

(a) (i) holding analogous post on regular basis in the parent cadre or Department;
OR

(ii) with five years' service in the grade rendered after appointment thereto on a regular basis in posts in level-12 in the pay matrix in the Parent Cadre or Department;
OR

(iii) with ten years' service in the grade rendered after appointment thereto on a regular basis in posts in level-11 in the pay matrix in the Parent Cadre or Department;

AND

(b) Possessing the following Educational Qualification and Experience:

Essential.

(i) Masters degree in Hindi with Sanskrit as a subject at degree level.
OR

Masters degree in Linguistics with Hindi as a subject at Degree level;

AND

Experience:

- (i) Eight years experience in teaching or terminological lexicographical work taken together.
- (ii) Two years in Administration and Book Publication.

Desirable Qualification:

- (1) Ph.D in Hindi or Sanskrit or Linguistics.
- (2) Research work in Hindi or Sanskrit as evidenced by the published works.
- (3) One year research work.

Last Date:

Duly filled in applications complete in all respects and forwarded through Proper Channel by the concerned University/College/Department, etc. should reach Smt. Suman Dixit, Deputy Secretary to the Govt. of India, Languages Division, Department of Higher Education, Ministry of Human Resource Development, Room No. 525, C - Wing, Shastri Bhawan, New Delhi-110001 within **60 days** from the date of publication of the advertisement for the above post in the Employment News/ Rozgar Samachar.

Note-1:-

The applicants who are in Central Govt./ State Govt. Service/ Autonomous Bodies/ Union Territories or other Govt. Bodies should submit their application through proper channel along-with integrity Certificate and a certificate to the effect that no disciplinary proceedings are pending or contemplated against the officer. Attested photocopies of the A. C. Rs. of the last five years may also be forwarded along-with the application.

Note-2:-

For getting further details including application proforma, candidates may refer to the advertisement for the above post published in the Employment News and Rozagar Samachar dated _____ June, 2020.

PROFORMA OF APPLICATION

PHOTO

1. Name :
2. Date of Birth :
3. Date of retirement under Central/ State Govt. Rules :
4. Educational Qualification :
5. Whether Educational Qualification 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) :

Qualification required

Qualifications possessed
by the officer

Essential: 1,2

Desirable: 1,2

6. Post held including date from Which held, scale of pay and pay therein. :
7. Experience in the subject field of selection. :
8. Details of service:
 - i) Name of post & Employer :
 - ii) From-to :
 - iii) Scale of pay :
 - iv) Nature of duties performed :
 - v) Nature of appointment, i.e, Whether adhoc or regular :

9. Whether belong to SC/ ST :
10. Remarks, if any :
11. Present postal Address. :

Signature of the Candidate

Date_____

FORWARDING NOTE BY THE EMPLOYER

- i) Certified that the information given in the above proforma is correct as per the service records of the applicant.
- ii) The applicant is clear from vigilance angle.
- iii) The integrity of the applicant is beyond doubt.
- iv) That major/minor penalty has been imposed on the applicant during the last ten (10) years.
- v) The cadre controlling authority of the applicant has given clearance to enable him/her apply for the post.
- vi) The applicant has enclosed with his/hir application the attested photocopies of all the required testimonials/certificates/ degrees., etc. starting with Matriculation/class-X certificates.
- vii) *Attested photocopies of the last five (5) years of the applicant's Annual Confidential Report/Annual Performance Appraisal Report has been enclosed while forwarding this Application.

*Note:- If ACRs/ APARs not adopted/ not relevant the employer has to categorically certify the same in lieu of sending ACRs/ APARs.

Countersigned by the authorized signatory on behalf of the employer.

**Signature of the Head of the Office
(with stamp)**

Place_____

Date_____

कार्यालय ज्ञापन

विषय: निदेशक, केंद्रीय हिन्दी निदेशालय (सीएचडी), नई दिल्ली के पद को पे-मैट्रिक्स के लेवल-13 (123100-215900/-रूपये) में भरे जाने के संबंध में।

अधोहस्ताक्षरी को निदेशक, केंद्रीय हिन्दी निदेशालय, आर.के.पुरम, नई दिल्ली के पद की रिक्ति को पे-मैट्रिक्स के लेवल 13 (123100-215900 रूपये) में प्रतिनियुक्ति (अल्प-अवधि अनुबंध सहित) पर भरने हेतु पात्र पात्र उम्मीदवारों से आवेदन आमंत्रित करने का निदेश हुआ है। केंद्रीय हिन्दी निदेशालय, उच्चतर शिक्षा विभाग, मानव संसाधन विकास मंत्रालय के तहत एक संबद्ध कार्यालय है।

2. आवेदन के लिए प्रारूप सहित पद के विवरण और अर्हता की शर्तें संलग्न हैं।
3. नियुक्ति के लिए चयनित उम्मीदवार को प्रतिनियुक्ति/अनुबंध, जैसा भी मामला हो, पर माना जाएगा और वह भारत सरकार के वर्तमान नियमों से शासित होगा। एक बार चयनित किए जाने पर उम्मीदवार को नाम वापस लेने की अनुमति नहीं होगी।
4. कृपया, इस रिक्ति को उपयुक्त व्यक्तियों के बीच परिचालित करें और परिपूर्ण एवं अद्यतन वार्षिक गोपनीय रिपोर्ट/एपीएआर सहित निर्धारित प्रोफार्मा में आवेदन (दो प्रतियों में) अधोहस्ताक्षरी को एम्प्लॉयमेंट न्यूज़/रोजगार समाचार में उपर्युक्त पद के लिए विज्ञापन प्रकाशित होने की तारीख से 60 दिन के भीतर उन उपयुक्त व्यक्तियों के आवेदन प्रेषित करें, जिन्हें चयनित होने की स्थिति में संबंधित पद के लिए छोड़ा जा सके।

5. आवेदनों को अशेषित करते समय कृपया यह सत्यापित और प्रमाणित किया जाय कि उम्मीदवारों द्वारा दिए गए विवरण सही हैं और अधिकारी के विरुद्ध कोई अनुशासनात्मक कार्रवाई अपेक्षित अथवा लंबित नहीं है। अधिकारी की सत्यनिष्ठा भी प्रमाणित की जाए।

6. अपूर्ण और उन आवेदनों, जिनके साथ एसीआर डोजियर संलग्न नहीं होंगे, पर विचार नहीं किया जाएगा।

सुमन दीक्षित

(सुमन दीक्षित)

उप सचिव (भाषा)

फोन: 011-2307 2112

संलग्नक: यथोपरि

सेवा में,

1. भारत सरकार के सभी मंत्रालय और विभाग।
2. निदेशक, केंद्रीय हिंदी निदेशालय, नई दिल्ली।
3. सभी राज्यों/संघ राज्य क्षेत्रों के मुख्य सचिव।
4. मानव संसाधन विकास मंत्री के निजी सचिव/सचिव (उच्चतर शिक्षा विभाग) के निजी सचिव।
5. सभी केन्द्रीय विश्वविद्यालयों के कुलपति।
6. यूजीसी के अधीन सभी विश्वविद्यालयों में परिचालन हेतु विश्वविद्यालय अनुदान आयोग, नई दिल्ली।
दिल्ली।
7. सचिव, विश्वविद्यालय अनुदान आयोग, बहादुरशाह जफर मार्ग, नई दिल्ली को इस अनुरोध के साथ कि वे इस रिक्ति का सभी विश्वविद्यालयों/अनुसंधान निकायों आदि में व्यापक प्रचार-प्रसार करें।
8. निदेशक (राजभाषा), मानव संसाधन विकास मंत्रालय की राजभाषा इकाई, शास्त्री भवन को विज्ञापन का हिन्दी रूपांतरण शीघ्र तैयार करने के लिए।
9. सूचना और प्रसारण मंत्रालय, शास्त्री भवन, नई दिल्ली को रिक्त पद के बारे में एयर मीडिया पर उचित प्रचार-प्रसार करने के लिए।
10. निदेशक, एनआईसी, एमएचआरडी से अनुरोध है कि, सीएचडी के पद हेतु मसौदा विज्ञापन को एमएचआरडी, उच्चतर शिक्षा विभाग की वेबसाइट पर अपलोड करें।

11. महानिदेशक, डीएवीपी, फेज IV, सूचना भवन, सीजीओ कॉम्प्लेक्स, नई दिल्ली को इस अनुरोध के साथ कि (विज्ञापन के अंग्रेजी और हिन्दी रूपांतरणों सहित) वे इस विज्ञापन को देशभर के एम्प्लॉयमेंट न्यूज, रोजगार समाचार और समाचार-पत्रों (डीएवीपी द्वारा सूचीबद्ध) में तत्काल जारी करें। देश भर के समाचार-पत्रों (डीएवीपी की सूची के अनुसार) में प्रकाशित होने वाले इस विज्ञापन में आवेदन प्रपत्र नहीं दिया जाएगा। विज्ञापन का नोट-2, जिसमें उम्मीदवारों को आवेदन प्रपत्र सहित अन्य विवरणों को प्राप्त करने के लिए, दिनांक जून, 2020 एम्प्लॉयमेंट न्यूज और रोजगार समाचार में प्रकाशित उपर्युक्त विज्ञापन का संदर्भ लेने की सलाह दी गई है, को एम्प्लॉयमेंट न्यूज/रोजगार समाचार में प्रकाशित विज्ञापन की तारीख को शामिल करते हुए देशभर के समाचार-पत्रों में जारी किए गए विज्ञापन में भी शामिल किया जाए। (क) एम्प्लॉयमेंट न्यूज, (ख) रोजगार समाचार और (ग) डीएवीपी की सूची के अनुसार समाचार-पत्रों में प्रकाशित करने के लिए आकलन शीघ्र ही प्रस्तुत किए जाने चाहिए, जिससे मानव संसाधन विकास मंत्रालय डीएवीपी को आवश्यक भुगतान कर सके।

सुमन दीक्षित
(सुमन दीक्षित)

उप सचिव (भाषा)

फोन: 011-2307 2112

भारत सरकार
मानव संसाधन विकास मंत्रालय
उच्चतर शिक्षा विभाग
भाषा प्रभाग

निदेशक के पद के लिए विज्ञापन

केंद्रीय हिंदी निदेशालय, नई दिल्ली में पे-मैट्रिक्स के पे-लेवल-13 (123100-215900 रुपये) में प्रतिनियुक्ति के आधार (अल्पावधि अनुबंध सहित) पर निदेशक का पद भरने के लिए नीचे उल्लिखित योग्यताएं और अनुभव रखने वाले पात्र उम्मीदवारों से एंप्लॉयमेंट न्यूज़/रोजगार समाचार में प्रकाशित निर्धारित प्रपत्र में आवेदन आमंत्रित किए जाते हैं। आवेदन पत्र मानव संसाधन विकास मंत्रालय की वेबसाइट www.education.nic.in से भी डाउनलोड किया जा सकता है।

वेतनमान : पे-मैट्रिक्स (123100-215900 रुपये) में पे-लेवल 13

भर्ती की विधि : प्रतिनियुक्ति (अल्पकालीन अनुबंध सहित)

प्रतिनियुक्ति की अवधि : प्रतिनियुक्ति की अवधि (आईएसटीसी) सामान्यतः पांच वर्ष से अधिक नहीं होगी जिसमें जिसमें इस नियुक्ति के ठीक पहले इसी या किसी अन्य संगठन या केन्द्र सरकार के विभाग के किसी अन्य बाह्य संवर्ग पद की प्रतिनियुक्ति (आईएसटीसी) की अवधि शामिल है।

आयु सीमा : प्रतिनियुक्ति के आधार पर नियुक्ति (आईएसटीसी) की अधिकतम आयु-सीमा आवेदन प्राप्ति की अंतिम तारीख की गणना के अनुसार 56 वर्ष से अधिक नहीं होगी। [आवेदकों की आयु की गणना एंप्लॉयमेंट न्यूज़/रोजगार समाचार में प्रकाशित पद के विज्ञापन के अनुसार आवेदन प्राप्ति की अंतिम तारीख के अनुसार होगी]।

चयन का क्षेत्र : प्रतिनियुक्ति (अल्पकालीन अनुबंध सहित)

केन्द्र या राज्य सरकारों या संघ राज्य क्षेत्रों या विश्वविद्यालयों या मान्यता प्राप्त शोध शोध संस्थाओं या सार्वजनिक क्षेत्र के उपक्रमों या सांविधिक या स्वायत्त संगठनों के अधिकारी:

(क) (i) जो मूल संवर्ग या विभाग में समकक्ष पद पर नियमित आधार पर तैनात हों;

अथवा

(ii) जिन्होंने मूल संवर्ग या विभाग में पे-मैट्रिक्स में पे-लेवल - 12 में नियमित आधार पर नियुक्ति के बाद उस ग्रेड में 05 वर्ष के सेवा पूरी कर ली हो या;

अथवा

(iii) जिन्होंने, मूल संवर्ग या विभाग में पे-मैट्रिक्स में पे-लेवल-11 में नियमित आधार पर नियुक्ति के बाद उस ग्रेड में 10 वर्ष की सेवा पूरी कर ली हो;

और

(ख) जो निम्नलिखित शैक्षिक योग्यताएं और अनुभव रखते हों :

अनिवार्य
योग्यताएं
और
अनुभव

- (i) स्नातक स्तर पर एक विषय के रूप में संस्कृत के साथ हिंदी में स्नातकोत्तर डिग्री या
- (ii) स्नातक स्तर पर एक विषय के रूप में हिंदी के साथ भाषा विज्ञान में स्नातकोत्तर डिग्री;
- और
- (i) शिक्षण या पारिभाषिक शब्द कार्य में आठ वर्ष का अनुभव।
- (ii) प्रशासनिक और पुस्तक प्रकाशन में दो वर्ष का अनुभव।

वांछनीय
योग्यताएं:

- (1) हिन्दी या संस्कृत या भाषा विज्ञान में पीएच.डी
- (2) हिंदी या संस्कृत में शोध कार्य, जो प्रकाशित कार्यों से परिलक्षित होता हो
- (3) एक वर्ष का शोध कार्य

अंतिम
तारीख :

सभी दृष्टि से पूर्ण और संबंधित विश्वविद्यालय/कॉलेज/विभाग इत्यादि द्वारा उचित माध्यम से अग्रेषित विधिवत रूप से भरा हुआ आवेदन एंम्प्लॉयमेंट न्यूज/रोजगार समाचार में उक्त पद के लिए विज्ञापन के प्रकाशन की तिथि से साठ (60) दिन के भीतर श्रीमती सुमन दीक्षित, उप सचिव, भारत सरकार, भाषा प्रभाग, उच्चतर शिक्षा विभाग, मानव संसाधन विकास मंत्रालय, कमरा नं. 525, सी-विंग, शास्त्री भवन, नई दिल्ली-110001 के पास पहुंच जाना चाहिए।

नोट-1:-

जो अभ्यर्थी केन्द्र सरकार/राज्य सरकार/स्वायत्त शासी निकाय/संघ राज्य क्षेत्र अथवा अन्य शासकीय निकायों में सेवारत हैं, उन्हें अपना आवेदन उचित माध्यम से निष्ठा प्रमाण-पत्र एवं इस आशय का प्रमाण-पत्र, कि उनके विरुद्ध कोई अनुशासनात्मक कार्रवाई न तो चल रही है और न ही लंबित है, के साथ भेजा जाना चाहिए। आवेदन पत्र के साथ गत पांच वर्ष की ए.सी.आर. की सत्यापित प्रतियां भी भेजी जानी आवश्यक हैं।

नोट-2:-

आवेदन प्रपत्र सहित अतिरिक्त जानकारी प्राप्त करने के लिए उम्मीदवार दिनांक जून, 2019 के एंम्प्लॉयमेंट न्यूज तथा रोजगार समाचार में प्रकाशित उपर्युक्त पद का विज्ञापन देख सकते हैं।

आवेदन के लिए प्रपत्र

फोटो

1. नाम :
2. जन्म तिथि :
3. केंद्र/राज्य सरकार के नियमानुसार सेवानिवृत्ति की तिथि :
4. शैक्षणिक अर्हताएं :
5. क्या इस पद के लिए निर्धारित शैक्षणिक :
एवं अन्य अर्हताएं संतोषजनक हैं। (यदि कोई
ऐसी अर्हता, जो नियम में उल्लिखित
किसी अर्हता के समकक्ष हो, इसके लिए कृपया
उस प्राधिकार का उल्लेख करें)

| अपेक्षित अर्हताएं | | अधिकारी द्वारा धारित अर्हताएं |
|-------------------|--|-------------------------------|
| अनिवार्य 1,2 | | |
| वांछनीय 1,2 | | |

6. धारित पद जिस दिनांक से तैनात है, :
वेतनमान और वेतन
7. चयन के विषय क्षेत्र में अनुभव :

8. सेवा का ब्यौरा :
- नियोक्ता एवं पद का नाम :
 - कब से कब तक तैनात है :
 - वेतनमान :
 - कार्य की प्रकृति :
 - नियुक्ति की प्रकृति यथा :
तदर्थ या नियमित
9. क्या आप अनुसूचित जाति/अनुसूचित :
जनजाति से संबंध रखते हैं
10. टिप्पणी, यदि कोई हो :
11. वर्तमान डाक पता :

अभ्यर्थी के हस्ताक्षर

दिनांक :

नियोक्ता द्वारा अंग्रेषित नोट

- प्रमाणित किया जाता है कि अधिकारी के विवरणों की जांच की गई और सही पाया गया।
- प्रमाणित किया जाता है कि अधिकारी के विरुद्ध कोई अनुशासनात्मक कार्यवाही लंबित अथवा/और विचाराधीन नहीं है। अधिकारी की सत्यनिष्ठा भी प्रमाणित है।

- iii) आवेदक के संवर्ग नियंत्रण प्राधिकारी ने उक्त पद के लिए आवेदन करने हेतु आवेदक को अनुमति दे दी है।
- iv) इस आवेदन को अग्रेषित करते समय आवेदक के पिछले पांच (5) वर्ष की वार्षिक गोपनीय रिपोर्ट/वार्षिक कार्य निष्पादन मूल्यांकन रिपोर्ट की सत्यापित प्रतियां संलग्न हैं।

*नोट:- यदि एसीआर/एपीएआर अनुकूल/संगत नहीं है, नियोक्ता को एसीआर/एपीएआर भेजने के स्थान पर उसे स्पष्ट रूप से प्रमाणित करना होगा।

नियोक्ता की ओर से प्राधिकृत हस्ताक्षरकर्ता द्वारा प्रतिहस्ताक्षरित

(कार्यालयाध्यक्ष के हस्ताक्षर)

(मुहर सहित)

स्थान:

दिनांक:

5141c

F. No.10-1/2015-L-I
Government of India
Ministry of Human Resource Development
Department of Higher Education
Language Division

Shastri Bhawan, New Delhi.
Dated 26 May 2020

OFFICE MEMORANDUM

Subject- Filling up the post of Chairman, Commission for Scientific and Technical Terminology (CSTT), R.K. Puram, New Delhi in Level-14-reg.

The undersigned is directed to invite applications from eligible candidates for filling up on Deputation one vacancy of the post of Chairman, Commission for Scientific and Technical Terminology, an Attached office of the Ministry of Human Resource Development, Govt. of India, in Level-14 of the Pay matrix.

2. The details of the post and eligibility conditions alongwith Proforma for application are enclosed.
3. The candidate selected for appointment will be treated on deputation and will be governed as per extant rules of the Govt. of India. The candidate once selected will not be allowed to withdraw.
4. The vacancy may please be circulated amongst suitable persons and applications (in duplicate) in the prescribed proforma alongwith complete and up-to-date Annual Confidential Reports /APAR of suitable persons who could be spared in the event of their selection, may be sent to the undersigned within 60 days from the date of issue of advertisement for the above post in the employment News/ Rozgar Samachar.
5. While forwarding the applications, it may please be verified and certified that the particulars furnished by the candidates are correct and that no disciplinary action is pending or contemplated against the officer. The integrity of the officer may also be certified.
6. Incomplete applications and those not accompanied by certified testimonials and ACR dossiers will not be considered.

Suman Dixit

(Suman Dixit)

Deputy Secretary (Languages)

Encl; As above.

Copy to:

1. All Ministries and Department of the Government of India.
2. Chairman, Commission for Scientific and Technical Terminology.
3. Chief Secretaries of all the State/UTs.
4. PS to HRM/ PS to MOS (SSD),/PS to Secretary (HE)
5. Vice-Chancellors of All Central Universities.
6. University Grant Commission, New Delhi for circulating to all Universities under UGC.
7. Secretary, University Grants Commission, Bahadurshah Zafar Marg, New Delhi with the request to give wide publicity to the vacancy in all Universities/ Research Bodies etc.
8. Ministry of Information and Broadcasting, Shastri Bhawan, New Delhi for arranging suitable publicity in Air Media about the vacant post.
9. Director, NIC, MHRD is requested to upload the draft advertisement for the post of Director, CHD on the website of the MHRD, D/o Higher Education.
10. Director, Official language for providing Hindi version of the advertisement at the earliest.
11. Director General , DAVP, Phase IV Soochna Bhawan, CGO complex, New Delhi along with **English and Hindi versions** of the advertisement for immediately releasing it in the Employment News, Rozgar Samachar and newspapers (shortlisted by the DAVP) all over the country. The advertisement to be published in the newspaper (as per DAVP list) all over the country would **exclude** the application proforma. **Note-2 of the advertisement** advising the candidates to get further details including application proforma, by referring to the advertisement for the above post published in the Employment News and Rozgar Samachar dated _____ April, 2020, is to be including **only in the advertisements to be released in newspapers throughout the country** by incorporating the date of a advertisement published in the **Employment News/ Rozgar Samachar**. The estimate for publishing the advertisement in (a) Employment News (b) Rozgar Samachar, and (c) newspapers as per DAVP list, may be furnished immediately to enable the MHRD make the necessary payment to the DAVP.



(Suman Dixit)

Deputy Secretary (Languages)

513/C

Government of India
Ministry of Human Resource Development
Department of Higher Education
Language Division

**Advertisement for the post of Chairman, Commission for Scientific and Technical Terminology,
New Delhi**

Applications are invited from eligible candidates for filling up on Deputation basis, one vacancy of the post of Chairman, Commission for Scientific and Technical Terminology, an Attached office of the Ministry of Human Resource Development, Govt. of India in Level-14 of the Pay matrix from persons possessing qualifications and experience mentioned below in the prescribed proforma published in the Employment News/ Rozgar Samachar. The application form can also be downloaded from M/o HRD's website www.education.nic.in and from the Commission for Scientific and Technical Terminology, New Delhi's website <http://cstt.nic.in>.

Pay Scale: Level-14 of the Pay matrix

Mode of Recruitment: Deputation (including short term contract)

Period of Deputation: Period of deputation (ISTC) including period of deputation (ISTC) in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or department of the Central/ Govt. shall ordinarily not exceed five years.

Age Limit: The maximum age limit for appointment by deputation (ISTC) shall be not exceeding 56 years as on the closing date of the receipt of applications. [The age of the applicants would be reckoned as on the closing date for receipt of applications as per advertisement for the post published in the Employment News/ Rozgar Samachar].

Field of Selection: Deputation (including short-term contract):

Officer under the Central or State Government/Union territories or Universities/recognised research Institutions or Public Sector Undertakings or Statutory or Autonomous organizations

(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 the post in PB-4 in the scale of pay of Rs. 37,400-67,000/- with Grade Pay of Rs. 8,900/- or equivalent in the parent cadre or department;

(iii) with three years' service in the grade rendered after appointment thereto on a regular basis in the post in PB-4 in the scale of pay of Rs. 37,400-67,000/- with Grade Pay of Rs. 8,700/- or equivalent in the Parent Cadre or Department;

AND

(b) Possessing the following Educational Qualification and Experience:

Qualifications and Experience

Essential.

- i. Doctorate degree in any branch of Science or Arts or Commerce or Agriculture or Engineering or Medicine from a recognized University or Institute;
 - ii. 18 years experience in academic or teaching or research work in a recognized institution including at least three years administrative experience;
- Or
- 18 years experience in preparation of technical encyclopedia, definitional dictionaries and technical glossaries as evidenced by published work, including at least three years administrative experience.

Desirable: Working knowledge of one or more Indian language in addition to Hindi.

Last Date: Duly filled in applications complete in all respects and forwarded through Proper Channel by the concerned University/College/Department, etc. should reach Smt. Suman Dixit, Deputy Secretary to the Govt. of India, Languages Division, Department of Higher Education, Ministry of Human Resource Development, Room No. 525, C - Wing, Shastri Bhawan, New Delhi-110001 within **60 days** from the date of publication of the advertisement for the above post in the Employment News/ Rozgar Samachar.

Note-1:- The applicants who are in Central Govt./ State Govt. Service/ Autonomous Bodies/ Union Territories or other Govt. Bodies should submit their application through proper channel along-with integrity Certificate and a certificate to the effect that no disciplinary proceedings are pending or contemplated against the officer. Attested photocopies of the A.C.Rs. of the last five years may also be forwarded along-with the application.

Note-2:- For getting further details including application proforma, candidates may refer to the advertisement for the above post published in the Employment News and Rozgar Samachar dated _____ 2020.

512/c

PROFORMA OF APPLICATION**PHOTO**

1. Name and Address (in Block letters) :
2. Date of Birth :
3. Date of retirement under Central/ State Govt. Rules :
4. Educational Qualification :
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 | Qualifications/Experience possessed by the officer (Attach attested photocopies of the testimonials along with the application) |
|---------------|------------------------------------|---|
| Essential (1) | | |
| (2) | | |
| (3) | | |
| Desirable (1) | | |
| (2) | | |
| (3) | | |

6. Please state clearly whether in the light of entries made by you above, you meet the requirement of the post _____
7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature.

| Office/ Institutions | Post held | From | To | Scale of Pay and Basic Pay | Nature of Duties (in details) |
|-------------------------|-----------|------|----|-------------------------------|-------------------------------------|
| | | | | | |

8. 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. The date of initial appointment :
 - b. Period of appointment on deputation/contract :
 - c. Name of the parent office/organization to which you belong :

10. Additional details about present employment. Please state whether working under (indicate the name of your employer against the relevant column)

Central Govt.

State Govt.

Autonomous Organisation

Government Undertaking

Universities

Others

11. Please state whether you are working in the same department

12. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place also indicate the pre-revised Scale

13. Total emoluments per month now drawn

14. Additional information, if any, which you would like to mention, in support of your suitability for the post. (This among other thing 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) (Note: Enclose a separate sheet, if the space is insufficient) :

15. Whether belongs to SC/ST

16. Remarks (The candidates may indicate information with regard to (i) Research publications and reports and special projects (ii) Awards/Scholarship/Official appreciation (iii) Affiliation with the professional bodies/institutions/societies and (iv) any other information. (Note: enclose a separate sheet if the space is insufficient)

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.

Signature of the Candidate
Address _____

Date _____

511/c

FORWARDING NOTE BY THE EMPLOYER

It is certified that:

- i. Information given in the above proforma is correct as per the service records of the applicant.
- ii. The applicant is clear from vigilance angle.
- iii. The integrity of the applicant is beyond doubt.
- iv. That no major/minor penalty has been imposed on the applicant during the last ten (10) years.
- v. The cadre controlling authority of the applicant has given clearance to enable him/her to apply for the post.
- vi. The applicant has enclosed with his/her application the attested photocopies of all the required testimonials/certificates/degreess., etc. starting with Matriculation/Class-X certificates.
- vii. Attested photocopies of the last five (5) years of the applicant's Annual Confidential Report/Annual Performance Appraisal Report has been enclosed while forwarding this Application.

*Note:- If ACRs/ APARs not adopted/ not relevant the employer has to categorically certify the same in lieu of sending ACRs/ APARs.

Countersigned by the authorized signatory on behalf of the employer.

**Signature of the Head of the Office
(with stamp)**

Place _____

Date _____

भारत सरकार
मानव संसाधन विकास मंत्रालय
उच्चतर शिक्षा विभाग
भाषा प्रभाग

शास्त्री भवन, नई दिल्ली-110001

दिनांक : 26/09/2020

कार्यालय जापन

विषय: वैज्ञानिक तथा तकनीकी शब्दावली आयोग, आर.के.पुरम, नई दिल्ली में लेवल-14 में अध्यक्ष का पद भरने के संबंध में।

अधोहस्ताक्षरी को मानव संसाधन विकास मंत्रालय, भारत सरकार के संबद्ध कार्यालय वैज्ञानिक तथा तकनीकी शब्दावली आयोग में वेतन मैट्रिक्स के लेवल-14 में अध्यक्ष का रिक्त पद प्रतिनियुक्ति आधार पर भरने के लिए पात्र उम्मीदवारों से आवेदन आमंत्रित करने का निदेश हुआ है।

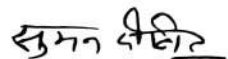
2. आवेदन के लिए प्रारूप सहित पद के विवरण और अर्हता की शर्तें संलग्न हैं।
3. नियुक्ति के लिए चयनित उम्मीदवार को प्रतिनियुक्ति पर माना जाएगा और वह भारत सरकार के वर्तमान नियमों से शासित होगा। एक बार चयनित किए जाने पर उम्मीदवार को नाम वापस लेने की अनुमति नहीं होगी।
4. कृपया, इस रिक्ति को उपयुक्त व्यक्तियों के बीच परिचालित करें और परिपूर्ण एवं अद्यतन वार्षिक गोपनीय रिपोर्ट/एपीएआर सहित निर्धारित प्रोफार्मा में आवेदन (दो प्रतियों में) अधोहस्ताक्षरी को एम्प्लॉयमेंट न्यूज़/रोजगार समाचार में उपर्युक्त पद के लिए विज्ञापन प्रकाशित होने की तारीख से 60 दिन के भीतर उन उपयुक्त व्यक्तियों के आवेदन प्रेषित करें जिन्हें चयनित होने की स्थिति में संबंधित पद के लिए छोड़ा जा सके।
5. आवेदनों को अग्रेषित करते समय कृपया यह सत्यापित और प्रमाणित किया जाए कि उम्मीदवारों द्वारा दिए गए विवरण सही हैं और अधिकारी के विरुद्ध कोई अनुशासनात्मक कार्रवाई अपेक्षित अथवा लंबित नहीं है। अधिकारी की सत्यनिष्ठा भी प्रमाणित की जाए।
6. अपूर्ण और उन आवेदनों, जिनके साथ प्रमाणित साक्ष्य और एसीआर डोजियर संलग्न नहीं होंगे, पर विचार नहीं किया जाएगा।

सुमन दीक्षित
(सुमन दीक्षित)
उप सचिव, (भाषा)

संलग्नक-यथोपरि

प्रतिलिपि,

1. भारत सरकार के सभी मंत्रालय और विभाग।
2. अध्यक्ष, वैज्ञानिक और तकनीकी पारिभाषिक शब्दावली आयोग।
3. सभी राज्यों/संघ राज्य क्षेत्रों के मुख्य सचिव।
4. मानव संसाधन विकास मंत्री के निजी सचिव/राज्य मंत्री (एसएसडी) के निजी सचिव/सचिव (उच्चतर शिक्षा विभाग) के निजी सचिव।
5. सभी केन्द्रीय विश्वविद्यालयों के कुलपति।
6. यूजीसी के अधीन सभी विश्वविद्यालयों में परिचालन हेतु विश्वविद्यालय अनुदान आयोग, नई दिल्ली।
7. सचिव, विश्वविद्यालय अनुदान आयोग, बहादुर शाह जफर मार्ग, नई दिल्ली को सभी विश्वविद्यालयों/अनुसंधान निकायों आदि में रिक्ति का व्यापक प्रचार करने के अनुरोध अनुरोध सहित।
8. सूचना और प्रसारण मंत्रालय, शास्त्री भवन, नई दिल्ली को रिक्त पद के संबंध में एयर मीडिया में समुचित प्रचार की व्यवस्था के लिए।
9. निदेशक, एनआईसी, एमएचआरडी से अनुरोध किया जाता है कि निदेशक, सीएचडी के पद हेतु प्रारूप विज्ञापन को एमएचआरडी, उच्चतर शिक्षा विभाग की वेबसाइट पर अपलोड करें।
10. निदेशक (राजभाषा), मानव संसाधन विकास मंत्रालय को विज्ञापन का हिन्दी पाठ शीघ्र उपलब्ध कराने के लिए।
11. महानिदेशक, डीएवीपी, फेज IV, सूचना भवन, सीजीओ कॉम्प्लेक्स, नई दिल्ली को विज्ञापन के अंग्रेजी और हिन्दी रूपांतरणों सहित प्रेषित जिससे वे इस विज्ञापन को देशभर के एम्प्लॉयमेंट न्यूज, रोजगार समाचार और समाचार-पत्रों (डीएवीपी द्वारा सूचीबद्ध) में तत्काल जारी कर सकें। देश भर के समाचार-पत्रों (डीएवीपी की सूची के अनुसार) में प्रकाशित होने वाले इस विज्ञापन में आवेदन प्रपत्र नहीं दिया जाएगा। विज्ञापन का नोट-2 जिसमें उम्मीदवारों को सलाह दी गई है कि आवेदन प्रपत्र सहित अन्य विवरणों को प्राप्त करने के लिए, दिनांक अप्रैल, 2020 एम्प्लॉयमेंट न्यूज और रोजगार समाचार में प्रकाशित उपर्युक्त विज्ञापन का संदर्भ देते हुए केवल देशभर के समाचार-पत्रों में जारी किए गए विज्ञापन को ही शामिल किया जाना है, एम्प्लॉयमेंट न्यूज/रोजगार समाचार में प्रकाशित विज्ञापन की तारीख को निगमित करते हुए प्राप्त किया जा सकता है। (क) एम्प्लॉयमेंट न्यूज, (ख) रोजगार समाचार और डीएवीपी की सूची के अनुसार समाचार-पत्रों में प्रकाशित करने के लिए आकलन शीघ्र ही प्रस्तुत किए जाने चाहिए, जिससे मानव संसाधन विकास मंत्रालय डीएवीपी को आवश्यक भुगतान कर सके।


(सुमन दीक्षित)
उप सचिव, (भाषा)

509/c

भारत सरकार
मानव संसाधन विकास मंत्रालय
उच्चतर शिक्षा विभाग
भाषा प्रभाग

वैज्ञानिक और तकनीकी शब्दावली आयोग, नई दिल्ली के अध्यक्ष पद के लिए विज्ञापन।

मानव संसाधन विकास मंत्रालय, भारत सरकार के संबद्ध कार्यालय वैज्ञानिक तथा तकनीकी शब्दावली आयोग में वेतन मैट्रिक्स के लेवल-14 में प्रतिनियुक्ति के आधार पर अध्यक्ष का पद भरणे के लिए नीचे उल्लिखित योग्यताएं और अनुभव रखने वाले पात्र उम्मीदवारों से एंज्लॉयमेंट न्यूज़/रोजगार समाचार में प्रकाशित निर्धारित प्रपत्र में आवेदन आमंत्रित किए जाते हैं। आवेदन पत्र मानव संसाधन विकास मंत्रालय की वेबसाइट www.education.nic.in और वैज्ञानिक तथा तकनीकी शब्दावली आयोग, नई दिल्ली की वेबसाइट <http://cstt.nic.in> से भी डाउनलोड किया जा सकता है।

वेतनमान : वेतन मैट्रिक्स का लेवल-14

भर्ती का प्रतिनियुक्ति (अल्पकालीन अनुबंध सहित)

प्रकार :

प्रतिनियुक्ति की अवधि (आईएसटीसी) सामान्यतः पांच वर्ष से अधिक नहीं होगी जिसमें इस नियुक्ति के ठीक पहले इसी या किसी अन्य संगठन संगठन या केन्द्र सरकार के विभाग के किसी अन्य बाह्य संवर्ग पद की प्रतिनियुक्ति (आईएसटीसी) की अवधि शामिल है।

आयु सीमा :

प्रतिनियुक्ति के आधार पर नियुक्ति की अधिकतम आयु-सीमा आवेदन प्राप्ति की अंतिम तारीख की गणना के अनुसार 56 वर्ष से अधिक नहीं होगी। [आवेदकों की आयु की गणना एंज्लॉयमेंट न्यूज़/रोजगार समाचार में प्रकाशित पद के विज्ञापन के अनुसार आवेदन प्राप्ति की अंतिम तारीख के अनुसार होगी]।

चयन का क्षेत्र :

प्रतिनियुक्ति (अल्पकालीन अनुबंध सहित)

केन्द्र या राज्य सरकारों/संघ राज्य क्षेत्रों/विश्वविद्यालयों/मान्यता प्राप्त शोध शोध संस्थाओं या सार्वजनिक क्षेत्र के उपक्रमों या सांविधिक या स्वायत्त संगठनों के अधिकारी:

(क) (i) जो मूल संवर्ग या विभाग में समकक्ष पद पर नियमित आधार पर तैनात हों;

अथवा

(ii) जो, नियमित आधार पर वेतनमान पे बैंड पीबी-4 37,400-67,000+8900/-रु. के ग्रेड पे सहित उस पद के ग्रेड में मूल संवर्ग या विभाग के समकक्ष पद पर दो वर्ष की सेवा पूरी कर चुके हों;

(iii) जो, नियमित आधार पर देतनमान पे बैंड पीवी-4 37,400-67,000+8700/-रु. के ग्रेड पे सहित उस पद के ग्रेड में मूल संवर्ग या विभाग के समकक्ष पद पर 3 वर्ष की सेवा पूरी कर चुके हों;

और

(ख) जो निम्नलिखित शैक्षिक योग्यताएं और अनुभव रखते हों :

योग्यताएं

और

अनुभव

अनिवार्य

(i) किसी मान्यता प्राप्त विश्वविद्यालय या संस्थान से विज्ञान या कला या वाणिज्य या कृषि या इंजीनियरिंग या चिकित्सा की किसी शाखा में डॉक्टरल डिग्री;

(ii) अकादमिक या शिक्षण या शोध कार्य में किसी मान्यता प्राप्त संस्थान में 18 वर्ष का अनुभव जिसमें कम-से-कम तीन वर्ष का प्रशासनिक अनुभव शामिल है:

या

तकनीकी विश्वकोश, पारिभाषिक शब्दकोश और तकनीकी पारिभाषिक शब्दावली तैयार करने का 18 वर्ष का अनुभव जो प्रकाशित कार्य के रूप में प्रमाणित किया जा सके जिसमें कम से कम तीन वर्ष का प्रशासनिक अनुभव शामिल है।

वांछनीय:

अंतिम

तारीख :

नोट-1:-

नोट 2:-

जान। सभी दृष्टि से पूर्ण और संबंधित विश्वविद्यालय/कॉलेज/विभाग इत्यादि द्वारा द्वारा उचित माध्यम से अयोधित विधिवत रूप से भरा हुआ आवेदन एम्प्लॉयमेंट न्यूज/रोजगार समाचार में उक्त पद के लिए विज्ञापन के प्रकाशन की तिथि से साठ (60) दिन के भीतर श्रीमती सुमन दीक्षित, उप सचिव, भारत सरकार, भाषा प्रभाग, उच्चतर शिक्षा विभाग, मानव संसाधन विकास मंत्रालय, कमरा नं. 525, सी-विंग, शास्त्री भवन, नई दिल्ली-110001 के पास पहुंच जाना चाहिए। जो अभ्यर्थी केन्द्र सरकार/राज्य सरकार/स्वायत्त शासी निकाय/संघ राज्य क्षेत्र अथवा अन्य शासकीय निकायों में सेवारत हैं, उन्हें अपना आवेदन उचित माध्यम से लिखा प्रमाण-पत्र एवं इस आशय का प्रमाण-पत्र कि उनके विरुद्ध कोई अनुशासनिक कार्यवाई न तो चल रही है और न ही लंबित है, के साथ भेजा जाना चाहिए। आवेदन पत्र के साथ गत पांच वर्ष की ए.सी.आर. भी भेजी जानी आवश्यक है। आवेदन प्रोफार्मा सहित अन्य विवरण प्राप्त करने हेतु अभ्यर्थी एम्प्लॉयमेंट न्यूज और रोजगार समाचार, दिनांक 2020 में उक्त पद के लिए प्रकाशित विज्ञापन का संदर्भ ग्रहण करें।

1. नाम एवं पता (साफ अक्षरों में).....2.

जन्म तिथि

फोटो

3. केंद्र / राज्य सरकार के नियमानुसार सेवाविद्वत्ति की तिथि

4. शैक्षणिक अर्हताएँ

5. क्या इस पद के लिए निर्धारित शैक्षणिक एवं अन्य अर्हताएँ संतोषजनक हैं। (यदि कोई ऐसी अर्हता जो नियम में उल्लिखित अर्हता के समकक्ष हो, के लिए समकक्ष मान्यता प्रदान करने वाले प्राधिकारी का उल्लेख करें)

| | अपेक्षित अर्हताएँ / अनुभव | अधिकारी द्वारा धारित अर्हताएँ / अनुभव (आवेदन के साथ शंसापत्रों की अनुप्रमाणित फोटो प्रतियां संलग्न करें) |
|----------|---------------------------|---|
| अनिवार्य | (1) (2) (3) | |
| वांछनीय | (1) (2) (3) | |

6. कृपया स्पष्ट उल्लेख करें कि आपके द्वारा प्रस्तुत प्रविष्टियों की दृष्टि से क्या आप पद के लिए अपेक्षित योग्यताएँ पूरी करते हैं।

7. नियोजन का कालकमानुसार विवरण। अपने हस्ताक्षर द्वारा प्रमाणित पत्रक (शीट) अलग से संलग्न करें।

| कार्यालय / संस्थाएं | पद का नाम | से | तक | वैतनमान एवं मूल वैतन | कार्य-का स्वरूप (विस्तारपूर्वक) |
|---------------------|-----------|----|----|----------------------|---------------------------------|
| | | | | | |

8. वर्तमान नियोजन की प्रकृति यथा-तदर्थ अथवा :

अस्थाई अथवा अर्धस्थायी या स्थाई

9. वर्तमान नियुक्ति प्रतिनियुक्ति/अनुबंध के :

आधार पर होने की दशा में उल्लेख करें

क) प्रथम नियुक्ति की तिथि :

ख) प्रतिनियुक्ति/अनुबंध पर नियुक्ति की :

अवधि

ग) आप जिस मूल कार्यालय अथवा संस्था से :

सम्बद्ध है, उसका नाम :

वर्तमान नियोजन के संबंध में अतिरिक्त सूचना,

निम्नलिखित में से किसके अधीन आप कार्यरत

है (संबंधित कॉलम के सामने अपने नियोजका के

नाम का उल्लेख करें)

केन्द्र सरकार :

राज्य सरकार :

स्वायत्त संगठन :

सरकारी उपक्रम :

विश्वविद्यालय :

अन्य :

11. कृपया उल्लेख करें कि क्या आप उसी विभाग में कार्यरत हैं? :

12. क्या आप संशोधित वेतनमान में हैं? यदि हाँ, तो संशोधन की तिथि का उल्लेख करें और पूर्व

13. संशोधित वेतनमान का भी उल्लेख करें वर्तमान में प्रतिमाह प्राप्त होने वाली कुल

परिलाब्धियाँ :

14. अतिरिक्त जानकारी यदि कोई हो, जिसका इस पद के लिए अपनी उपयुक्तता के संदर्भ में आप

उल्लेख करना चाहते हैं। (अन्य बातों के

साथ-साथ ये सूचनाएँ अग्रलिखित के संदर्भ में

दी जा सकती हैं - (प) अतिरिक्त शैक्षणिक

दी जा सकती हैं - (प) व्यावसायिक प्रशिक्षण एवं (पप)

अर्हताएँ, (पप) व्यावसायिक प्रशिक्षण एवं (पपप)

रिक्ति परिपत्र/विज्ञापन में निर्धारित अनुभव के

अलावा कार्य अनुभव (टिप्पणी : स्थान पर्याप्त न

होने पर अलग से पत्रक (शीट) संलग्न करें)

क्या आप अनुसूचित जाति/अनुसूचित :

15. जनजाति से संबंधित हैं :

टिप्पणी (अप्यर्थी द्वारा अग्रलिखित के संदर्भ में :

सूचनाएँ दी जा सकती हैं - (प) शोध प्रकाशन

तथा रिपोर्ट एवं विशिष्ट परियोजनाएँ,

16. (पप) पुरस्कार/छात्रवृत्ति/कार्यालयी सराहना,

(पपप) व्यावसायिक निकायों/संस्थाओं/

सोसाइटियों से सम्बद्धता, और (पअ) कोई अन्य

सूचना (टिप्पणी : स्थान पर्याप्त न होने पर
अलग से पत्रक (शीट) संलग्न करें)

50n/c

मैंने रिक्ति परिपत्र/विज्ञापन का ध्यानपूर्वक अध्ययन कर लिया है और मैं यह भली भाँति जानता हूँ कि इस पद के लिए चयन के समय मेरे द्वारा प्रस्तुत विधिवत् रूप से प्रमाणों से पुष्ट व्यक्तिगत विवरण का चयन सगति द्वारा भी मूल्यांकन किया जाएगा।

अप्यर्थी का हस्ताक्षर
पता

दिनांक :

नियोक्ता द्वारा अग्रहित नोट

प्रमाणित किया जाता है कि :

- 1) उपर्युक्त प्रोफार्मा में दी गई जानकारी आवेदक के सेवा रिकार्डों के अनुसार सही है।
- 2) आवेदक के विरुद्ध सतर्कता संबंधी कोई मामला नहीं है।
- 3) आवेदक की सत्यनिष्ठा संदेह से परे है।
- 4) पिछले दस (10) वर्षों के दौरान आवेदक पर कोई बड़ी/छोटी शारित नहीं लगायी गई है।
- 5) आवेदक के संवर्ग नियंत्रण प्राधिकारी ने उक्त पद के लिए आवेदन करने हेतु आवेदक को अनुमति दे दी है।

- 6) आवेदक ने मैट्रिकुलेशन/कक्षा-२ प्रमाणपत्रों से लेकर अपेक्षित सभी बंसापत्रों/प्रमाणपत्रों/डिग्रियों आदि की सत्यापित फोटो प्रतियां अपने आवेदन-पत्र के साथ संलग्न की हैं।

- 7) इस आवेदन को अग्रहित करते समय आवेदक के पिछले पांच (5) वर्ष की वार्षिक गोपनीय रिपोर्ट/वार्षिक कार्य निष्पादन मूल्यांकन रिपोर्ट की सत्यापित प्रतियां संलग्न हैं।

नोट : यदि एसीआर/एपीएआर अंगीकार नहीं की गई है/संगत नहीं है तो नियोक्ता को एसीआर/एपीएआर भेजने के एवज में उन्हें सुस्पष्टतः प्रमाणित करना होगा।

नियोक्ता की ओर से प्राधिकृत हस्ताक्षरकर्ता द्वारा प्रतिहस्ताक्षरित

कार्यालय अध्यक्ष के हस्ताक्षर
(मुहर सहित)

स्थान :
दिनांक: