

Email

Shri Naresh Kumar

**Filling up of the post of Director (Technology & Technical), Kolkata in National Jute Board, Kolkata on - reg.**

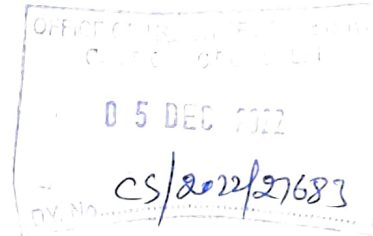
**From :** jute@njbindia.in

Mon, Dec 05, 2022 04:45 PM

**Subject :** Filling up of the post of Director (Technology & Technical), Kolkata in National Jute Board, Kolkata on - reg.

1 attachment

**To :** Dr K. S. Jawahar Reddy, IAS <cs@ap.gov.in>, Dharmendra <cs-arunachal@nic.in>, PABAN KUMAR BORTHAKUR, IAS <cs-assam@nic.in>, Chief Secretary Bihar <cs-bihar@nic.in>, Chief Secretary Office <csoffice.cg@gov.in>, Puneet Kumar Goel IAS Chief Secretary <cs-go@nic.in>, chiefsecretary@gujarat.gov.in, Sanjeev Kaushal, IAS <cs@hry.nic.in>, Mr R D Dhiman <cs-hp@nic.in>, cs-jandk <cs-jandk@nic.in>, Shri Sukhdev Singh <cs-jharkhand@nic.in>, cs@karnataka.gov.in, Dr.V.P.Joy IAS <chiefsecy@kerala.gov.in>, Iqbal Singh Bains <cs@mp.nic.in>, cs@maharashtra.gov.in, cs-manipur <cs-manipur@nic.in>, MS Rao <raoms@gov.in>, cs miz <cs\_miz@rediffmail.co.in>, Jan e Alam, Chief Secretary Nagaland <csngl@nic.in>, Suresh Chandra Mahapatra <csori@nic.in>, Chief Secretary, Punjab <cs@punjabmail.gov.in>, csraj@rajasthan.gov.in, Vijay Bhushan Pathak <cs-skm@hub.nic.in>, cs@tn.gov.in, CS Telangana <cs@telangana.gov.in>, cs-tripura <cs-tripura@nic.in>, CHIEF SECRETARY OFFICE GOVT OF UP <csup@nic.in>, chiefsecyuk@gmail.com, Shri H K Dwivedi <cs-westbengal@nic.in>, Chief Secretary Andamans <cs-andaman@nic.in>, Praful Patel <administrator-dd@gov.in>, ik-admin@nic.in, Shri Naresh Kumar <csdelhi@nic.in>, Mr Rajeev Verma IAS <cs.pon@nic.in>



*CS Office  
5/12/22  
Secy/Services  
sp/Secy (II)*

*07/12/22  
DS-I(S)  
7-12-22  
S.O. S.I.  
A. R. Reddy*

Sir / Madam,

Please find the attachment.

Regards,

National Jute Board

— Scan.pdf  
3 MB

*may be forwarded to coordination Branch  
of services department for circulation to  
all depts. of UNCTD.*

*09/12/2022*

*S.O. (S-I)*

*S.O. (Coord) / Services*

*sh. manoj  
4/11/22*



राष्ट्रीय पटसन बोर्ड

NATIONAL JUTE BOARD

भारत सरकार का एक सांविधिक निकाय, वस्त्र मंत्रालय

A Statutory Body, Ministry of Textiles, Govt. of India

No. NJB/Sect/Deputation/2022

Date : 05.12. 2022

To

1. The Chief Secretary, all State Governments / UTs
2. The Secretary, Ministry of Textiles, New Delhi
3. The Secretary, all Departments / Ministries, Govt. of India
4. Head of all Statutory / Autonomous Bodies under Central Govt.
5. The Managing Director, Public Undertakings
6. Head of IIMS/IITS/Universities

**Sub : Filling up of the post of Director (Technology & Technical), Kolkata in National Jute Board, Kolkata on- reg.**

Sir/Madam,

National Jute Board (a Statutory Body under Ministry of Textiles, Government of India) having its Head Office in Kolkata and Regional Offices in New Delhi, Chennai and Hyderabad intends to appoint a suitable officer on deputation basis to the one (1) post of Director (Technology & Technical), for its Kolkata Head Office in the Pay Matrix L-13, Rs.1,23,100/- - Rs.2,15,900/-.

02. A copy of NJB's Vacancy Circular NJB/Sect/Deputation/2022 dated 17.10. 2022 along with other details are enclosed hereto.

03. It is requested that the vacancy may be circulated amongst willing & eligible officers and applications in the prescribed format (Annexure-1) may kindly be forwarded along with the certificate from Employer / Controlling Authority (Annexure-2) and details of deputation (Annexure-3) so as to reach this office within 60 days.

Yours faithfully,

(Anindya Acharya)  
Joint Director (A&E)

Encl : As above.

654/10



राष्ट्रीय पटसन बोर्ड

भारत सरकार का एक सांविधिक निकाय, वस्त्र मंत्रालय

NATIONAL JUTE BOARD

A Statutory Body, Ministry of Textiles, Govt. of India

No. NJB/Sect/Deputation/2022

Date : 17.10.2022

**NATIONAL JUTE BOARD**  
(A Statutory Body under Ministry of Textiles, Govt. of India)  
3A & 3B, Park Plaza, 71, Park Street, Kolkata – 700 016

**Vacancy Circular – Director Level Post**

National Jute Board (NJB) (a Statutory Body under Ministry of Textiles, Government of India) having its Head Office in Kolkata intends to appoint suitable officer to the post of Director (Technology & Technical) on deputation following the “Composite Method” of recruitment as per the NJB Employees (Recruitment Rules) Regulations, 2017 (copy of relevant portion of RR attached).

1. Director (Technology & Technical) – Pay Matrix Level-13, Rs.1,23,100/- Rs.2,15,900/-.

The officer will either draw pay of the post of Director (Technology & Technical), NJB (Pay Matrix of Level-13, Rs.1,23,100/- - Rs.2,15,900/-) or Pay drawn by him in his parent cadre + deputation allowances as per DOPT's OM No. 6/8/2009-Estt. (Pay II) dated 17.06.2010 subject to a maximum of Rs.4,500/- if the deputation is within the same station or Rs.9,000/- if it is outside the station.

Interested and eligible candidates should submit their applications through proper channel along with vigilance clearance. Only applications forwarded through proper channel by the due date will be considered. Applications in prescribed format as per Annexure-1 should be addressed to “The Secretary”, “National Jute Board” and sent in sealed cover marked “Application for the post of Director (Technology & Technical) so as to reach the office of the Secretary, National Jute Board, 3A & 3B, Park Plaza, 71, Park Street, Kolkata – 700 016 within 60 days from the date of advertisement along with the following documents :-

- i) Photocopy of APARs/ACRs of the applicant for last 5 years ending latest reporting year duly attested by the officer not below the rank of Under Secretary / designated officer on each page.
- ii) Attested copies of all certificates related to proof of educational qualification, work experience containing starting and end date of working in the respective post and pay scale.
- iii) No objection certificate of the present employer
- iv) Vigilance Clearance from the employer / CVO/DY CVO.
- v) Undertaking of the applicant to the effect that candidature will not be withdrawn, if selected.
- vi) Two recent passport size colour photographs.

Applications received late or incomplete applications or applications received without the aforesaid certificate, as per the prescribed pro-forma, may not be considered. No action will be taken on Advance Copy unless such application is followed by the Employer's forwarding letter along with the required documents.

**By Order**

Secretary  
National Jute Board

To  
All Concerned.

3ए एवं 3बी पार्क प्लाजा, 71 पार्क स्ट्रीट, कलकत्ता 700 016, फोन : 2226-3769, 2226-3438, 2249-3825, फ्याक्स : 033-2217 2456

3A & 3B Park Plaza, 71 Park Street, Kolkata - 700 016, Phone : 2226-3769, 2226-3438, 2249-3825, Fax : 033-2217 2456

E-mail : jute@njbindia.in, Website : http://www.jute.com



**Annexure-1**

**NATIONAL JUTE BOARD**  
(A Statutory Body under Ministry of Textiles, Govt. of India)  
3A & 3B, Park Plaza, 71, Park Street, Kolkata – 700 016

**APPLICATION FOR THE POST OF  
DIRECTOR (TECHNOLOGY & TECHNICAL)**

1	Name of the applicant and Complete Office Address with Telephone No. & Email ID (in Block letters)																																								
2	Residential Address with Phone No.																																								
3	Date of Birth (DD/MM/YYYY)																																								
4	Whether belongs to SC/ST																																								
5	Date of Retirement under Central/State Govt. rules																																								
6	<p>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).</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:35%;">Essential / Desirable</th> <th style="width:35%;">Qualifications / Experience required</th> <th style="width:30%;">Qualification / Experience possessed by the officer</th> </tr> <tr> <td>Essential – i)</td> <td></td> <td></td> </tr> <tr> <td>                  ii)</td> <td></td> <td></td> </tr> <tr> <td>                  iii)</td> <td></td> <td></td> </tr> <tr> <td>Desirable – i)</td> <td></td> <td></td> </tr> <tr> <td>                  ii)</td> <td></td> <td></td> </tr> </table>						Essential / Desirable	Qualifications / Experience required	Qualification / Experience possessed by the officer	Essential – i)			ii)			iii)			Desirable – i)			ii)																			
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ii)																																									
iii)																																									
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ii)																																									
	Whether in view of entries made above the officer satisfies the educational and other qualification required for the post as per NJB Employees Recruitment Regulations (Sl. No. 1 to 3 of the schedule)				<p>Yes/No</p> <p>Remarks if any :</p>																																				
7	<p>Details of Employment in chronological order enclose a separate sheet duly authenticated by your signature if the space below is insufficient.</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:5%;">Sl.</th> <th style="width:25%;">Name of the organization</th> <th style="width:15%;">Post held on regular basis</th> <th style="width:10%;">From</th> <th style="width:10%;">To</th> <th style="width:15%;">Substantive Scale of pay and Basic pay therein</th> <th style="width:20%;">Nature of duties</th> </tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </table>						Sl.	Name of the organization	Post held on regular basis	From	To	Substantive Scale of pay and Basic pay therein	Nature of duties																												
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8	Nature of the present employment i.e. ad-hoc or temporary or permanent																																								
9	<p>Additional details about present employment. Please state whether working under</p> <p>a) Central Govt. b) State Govt. c) Autonomous Organization d) Govt. Undertakings e) Universities</p>																																								

	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.	
11	Total emoluments per months now drawn	
12	Posts held on regular (i.e. substantive) basis and date from which held with pay scale	
13	Training / Courses attached	
14A	Additional information. If any which you would like to mention in support of your suitability for the post. Enclose a separate sheet if the space is insufficient.	
14B	<p><b>Achievements :</b> The candidates are requested to indicate information with regard to :</p> <ul style="list-style-type: none"> <li>(i) Research publications and reports and special projects.</li> <li>(ii) Awards / Scholarships / Official Appreciation</li> <li>(iii) Affiliation with the professional bodies/ institutions / societies and;</li> <li>(iv) Patents registered in own name or achieved for the organization</li> <li>(v) Any research / innovative measure involving official recognition</li> <li>(vi) Any other information (Note: Enclose a separate sheet if the space is insufficient)</li> </ul>	

I have carefully gone through the vacancy circular / advertisement and I am well aware that the information furnished above 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 \_\_\_\_\_

Place & Date