

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

F.10(306)/Coord/2018/Vol-I/081510756

Dated: 27-12-18

To

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

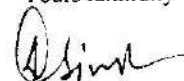
Sir/Madam

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.	Ministry of Personnel, Public Grievances & Pensions	No. 10/4/2018-EO (MM-II), dated 5/12/2018	Filling up the post of Director (Auctions), Tobacco Board, Bengaluru under the Department of Commerce.
2.	Election Commission of India	No. 590/IIIDEM/Structure/2015/Trg.-II, dated 6/12/2018	Calling application for filling up various posts on deputation, at IIIDEM (Dwarka Campus), Election Commission of India New Delhi.
3.	Delhi Electricity Regulatory Commisiion	No. F. 1(457)/Estt./DERC/2018-19/3038, dated 7.12.2018	Recruitment to existing/anticipated posts in Delhi Electricity Regulatory Commission, New Delhi.
4.	Rail Vikas Nigam Limited.	No.RVNL/2018/5/1/H R(Cvil), dated 4/12/2018	Filling up the posts in civil Engineering Department of RVNL in various scales of pay in the grade of E-5 to E-7 (IDA pattern) on Permanent Absorption Basis for Corporate Office in RVNL.
5.	Ministry of Housing and Urban Affairs	F.No. A-32013/1/2018-TCPO/Admn.III(AMR UT-IIA), dated 29.12.2018 & 5.12.2018	Filling up of one post of chief Planner (GCS Group 'A'Gazetted) in the level 14 (Rs. 144200-218200/-) in pay matrix (corresponding to PB-4 Rs. 37400-67000 +Grade Pay Rs. 10000/- in 6 <sup>th</sup> CPC) in Town & Country Planning Organisation, Ministry of Housing and Urban Affairs, on composite Method (Deputation (including Short Term Contract)/plus Promotion).
6.	Govt. of India, Goods and Services Tax Council	F.No. 129/Anti-profitteering/GSTC/2017, dated 6.12.2018	Filling up the post of Technical Member in National Anti-Profiteering authority-reg.

Encls: As above

Yours faithfully



(RANJEET SINGH)  
ADDITIONAL SECRETARY (SERVICES)

F.10(306)/Coord/2018/Vol-I/081510756

Dated:

1. PA to. Secretary (Services)/PA to Special Secretary-I/II, Govt. of NCT of Delhi.
2. Section Officer (Coordination), Services Department with the direction to upload the letter on the website of the Services Department.
3. Section Officer Services-I/II/II.



(RANJEET SINGH)  
ADDITIONAL SECRETARY (SERVICES)

Subject: [Chiefsecretaries] Filling up the post of Director(Auctions), Tobacco  
Board, Bengaluru under the Department of Commerce  
To: Chiefsecretaries@ismgr.nic.in

Date: 12/06/18 17:19  
From: dirsm@nic.in  
Sender: chiefsecretaries-bounces@ismgr.nic.in

Dear Sir/Madam

Kindly click on the URL to see the vacancy circular on the above subject. This is for your kind information.  
Click Here to see the details of Vacancy Circular.

Regards,

EO Division

Department of Personnel & Training

Ministry of Personnel, Public Grievances & Pensions  
NIC-DOPT,  
Room No 11-A,  
North Block, New Delhi

Note :

Scay  
13/12/18

Q

06/12/18

Scay (Sec)

Q

12/12/18

88/13-11

1/5

15/12/18 | 383/7

Q  
14/12

S/CN

Aug

17/12

Sr. Sanjay

**No10/4/2018-EO (MM-II)**  
**Government of India**  
**Ministry of Personnel, Public Grievances & Pensions**  
**Department of Personnel & Training**

North Block, New Delhi  
Dated, the 5<sup>th</sup> December, 2018

To,

1. **The Chief Secretaries**  
**All State Governments,**
2. **All Secretaries**  
**Ministries/Departments of Government of India**

**Subject: Filling up the post of Director (Auctions), Tobacco Board, Bengaluru under the Department of Commerce.**

This is regarding filling up the post of Director (Auctions), Tobacco Board, Bengaluru under the Department of Commerce. The post is a non-CSS post. The applications were invited for the post vide circular of even number dated 28.08.2018(copy enclosed). The last date for submission of applications was 07.12.2018.

2. It has been decided to further extend the last date for submission of application till 11.01.2019.

3. This may be brought to the notice of all concerned and the application(s) of the eligible candidate(s) may kindly be forwarded accordingly

Yours faithfully,

  
(J. Srinivasan)  
Director (MM)  
Tel: 23092842

Copy to:

1. Ministry of Commerce & Industry, Department of Commerce [Shri Mahender Chaudhary, Under Secretary], Udyog Bhawan, New Delhi, w.r.t. their letter No. A-12022/19/2007-E.IV dated 07. 08.2017.
2. PS to Director (MM) for uploading the circular through bulk e-mail system.

No10/4/2018-EO (MM-II)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training

25  
17

North Block, New Delhi  
Dated, the 28<sup>th</sup> August, 2018

To,

1. The Chief Secretaries  
All State Governments,
2. All Secretaries  
Ministries/Departments of Government of India

**Subject: Filling up the post of Director (Auctions), Tobacco Board, Bengaluru under the Department of Commerce.**

This is regarding filling up the post of Director (Auctions), Tobacco Board, Bengaluru under the Department of Commerce on deputation basis.

2. Officers of the rank of Deputy Secretary/Director of the Government of India or equivalent level, eligible for appointment under Central Staffing Scheme are eligible for the post. The period of deputation is 4/5 years for Deputy Secretary/Director respectively.
3. The post may be circulated amongst officers eligible to be appointed at Deputy Secretary/Director level or equivalent level in the Government of India on priority basis. Names of willing and eligible officers who can be spared by the State Governments/Ministries/Departments may be forwarded to the Department along with cadre clearance, vigilance clearance, detailed bio-data in the enclosed proforma and CR Dossiers for the last five years. For officers working in the cadre, it may also be ensured that the 'Cooling off' after a previous stint on deputation, if any, is completed and the officer is eligible for appointment on Central Deputation as per extant instructions.
4. The post is a Non-Central Staffing Scheme post to be filled up through the Civil Services Board (CSB) procedure. It may be noted that no 'Mandatory Posting Certificate' for allotment/retention of Government accommodation would be issued by this office to the officer appointed to the post.
5. It is requested that the application(s) of the eligible candidate(s) may be forwarded so as to reach this Department by 28<sup>th</sup> September, 2018.

Yours faithfully,

*Jagannath*  
(J. Srinivasan)  
Director (MM)  
Tel: 23092842

O/C

Copy to:

1. Ministry of Commerce & Industry, Department of Commerce [Shri Mahender Chaudhary, Under Secretary], Udyog Bhawan, New Delhi, w.r.t. their letter No. A-12022/19/2007-E.IV dated 07.08.2017.
2. PS to Director (MM) for uploading the circular through bulk e-mail system.

1 29 AUG 2018  
NOT ISSUED

**Bio-Data**

1	Name					:	
2	Date of Birth					:	
3	Service					:	
4	Batch					:	
5	Contact Telephone No. (O) (R) (M)					:	
6	Educational Qualifications					:	
7	Complete Experience/Posting Profile					:	
Sl. No.	Period	Post held/ Organization	Cadre post/ Deputation post	Place of Posting	Brief Job description		
8	Whether clear from Vigilance angle?					:	YES / NO
9	Whether the officer has been on deputation earlier. If so please provide details of organization, nature of deputation and period (dates) of deputation.					:	
10	Whether the officer is debarred from deputation under the Central Staffing Scheme.					:	YES / NO

11. Certified that the above particulars are correct and complete.

Signature of the applicant

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

Signature  
Name/Designation & Rubber Stamp  
of officer certifying the above Particulars

*Note:*

*Columns 1-7 to be filled in by applicant.*

*Columns 8-11, to be filled in by Ministry/Department concerned.*



# दिल्ली विद्युत विनियामक आयोग Delhi Electricity Regulatory Commission

विनियामक भवन, सी-ब्लॉक, शिवालि,   
मालवीय नगर, नई दिल्ली-110017  
Vinnyamak Bhawan, C-Block, Shivalik,   
Malviya Nagar, New Delhi-110017



No. F.1(457)/Estt./DERC/2018-19/3038

Dated : 07.12.2018

To

As per list enclosed.

**Subject: Recruitment to existing / anticipated posts in Delhi Electricity Regulatory Commission, New Delhi**

Sir,

The Delhi Electricity Regulatory Commission, a statutory body established under the Electricity Reform Act has invited applications through Employment News on 17.11.2018 for filling up the existing / anticipated posts on deputation / direct recruitment / contract basis. The details of the posts are given below and may also be seen on the website of Delhi Electricity Regulatory Commission i.e. [www.derc.gov.in](http://www.derc.gov.in).

Sl. No.	Name of post	Pay scale with Grade Pay	No. of post
1.	Executive Director (Tariff)	Pay Matrix Level - 14 (7 <sup>th</sup> CPC) Pay Band - 4 (pre-revised) Rs.37400-67000 with Grade Pay Rs.10000/-	1
2.	Executive Director (Engg.)	Pay Matrix Level - 14 (7 <sup>th</sup> CPC) Pay Band - 4 (pre-revised) Rs.37400-67000 with Grade Pay Rs.10000/-	1
3.	Deputy Director (Transmission & Distribution)	Pay Matrix Level - 11 (7 <sup>th</sup> CPC) Pay Band - 3 (pre-revised) Rs.15600-39100 with Grade Pay Rs.6600/-	1
4.	Deputy Director (Law)	Pay Matrix Level - 11 (7 <sup>th</sup> CPC) Pay Band - 3 (pre-revised) Rs.15600-39100 with Grade Pay Rs.6600	1
5.	Deputy Secretary	Pay Matrix Level - 10 (7 <sup>th</sup> CPC) Pay Band - 3 (pre-revised) Rs.15600-39100 with Grade Pay Rs.5400	1
6.	Lower Division Clerk	Pay Matrix Level - 2 (7 <sup>th</sup> CPC) Pay Band -1 (pre-revised) Rs.5200-20200 with Grade Pay Rs.1900	1

Contd.2

: 2 :

The perks and facilities available to the employees of DERÇ may be seen on the website of the Commission.

It is requested that wide publicity may please be given to the enclosed vacancy circular. The last date for submission of:-

(i) ON-LINE APPLICATION:-

Eight weeks from the date of publication of advertisement in Employment News dated 17.11.2018.

(ii) HARD COPY OF ON-LINE APPLICATION:-

Seven days after expiry of eight weeks from the date of publication of advertisement in Employment News dated 17.11.2018.

The applications of eligible candidates is to be forwarded through proper channel alongwith attested copies of Annual Confidential Reports of last five years and the vigilance clearance certificate. The covering envelope must mention the name of the post.

Yours faithfully,



( Surendra Edupghanti )  
Secretary

Encl: as above.

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**DELHI ELECTRICITY REGULATORY COMMISSION**

Viniyamak Bhawan, C-Block, Shivalik

Malviya Nagar, New Delhi – 110 017

Fax No.: 26673608; 41080417

**RECRUITMENT NOTICE**

ADVERTISEMENT INVITING APPLICATION FOR THE POST OF EXECUTIVE DIRECTOR (TARIFF), EXECUTIVE DIRECTOR (ENGG.), DEPUTY DIRECTOR (T&D), DEPUTY DIRECTOR (LAW), DEPUTY SECRETARY, LOWER DIVISION CLERK.

Delhi Electricity Regulatory Commission invites applications from eligible candidates to consider filling up following existing / anticipated vacancies. The vacancies shall be filled up either on Deputation/ Direct Recruitment or on Contract basis in accordance with the Delhi Electricity Regulatory Commission (Management & Development of Human Resources) Regulations 2001 (as amended from time to time). However, the preferred mode of recruitment is Deputation. The Regulations can be accessed / downloaded from DERC's Website: [www.derc.gov.in](http://www.derc.gov.in)

SINo	Name of the Post, Scale of Pay, Group, Number of vacancy	Essential Qualification	Desirable Qualification
1.	Executive Director (Tariff)  (Rs.144200-218200) Pay Matrix Level – 14 (7 <sup>th</sup> CPC)  Pay Band –4 Rs.37400-67000 Grade Pay Rs.10000  Group-A (01 Post)  Anticipated	1. Post Graduate degree in Economics/MBA (Finance) from a recognized university OR 2. Graduate degree in Electrical/ Power Engineering OR equivalent from a recognized institution.  3. Officers holding analogous Posts on regular basis OR  With 2 years regular service in the pay Matrix Level - 13A ( 7 <sup>th</sup> CPC) / PB-4 (pre-revised) Rs.37400-67000 with Grade Pay Rs.8900/- . OR  With 3 years regular service in the pay matrix level – 13 (7 <sup>th</sup> CPC) / PB-4 (pre-revised) Rs.37400-67000 with Grade Pay Rs.8700/-.	1. Experience as professional economist/ power engineering 2. Experience in development of Tariff in power sector utilities. 3. Experience in commercial enterprises 4. Demonstrated capabilities in analytical modelling.

Sl. No	Name of the Post, Scale of Pay, Group, Number of vacancy	Essential Qualification	Desirable Qualification
2.	<p>Executive Director (Engg.)</p> <p>(Rs.144200-218200) Pay Matrix Level – 14 (7<sup>th</sup> CPC)</p> <p>Pay Band -4 Rs.37400-67000 Grade Pay Rs.10000</p> <p>Group-A (01 Post)</p> <p>Anticipated</p>	<p>1. Graduate Degree in Electrical / Power Engineering OR equivalent from a recognised institution.</p> <p>2. Officers holding analogous Posts on regular basis</p> <p>OR</p> <p>With 2 years regular service in the pay Matrix Level - 13A ( 7<sup>th</sup> CPC) / PB-4 (pre-revised) Rs.37400-67000 with Grade Pay Rs.8900/-</p> <p>OR</p> <p>With 3 years regular service in the pay matrix level – 13 (7<sup>th</sup> CPC) / PB-4 (pre-revised) Rs.37400-67000 with Grade Pay Rs.8700/-</p>	<p>1. Experience in large public utilities with generation, transmission and distribution facilities.</p> <p>2. Experience in development of Electricity Tariffs, Commercial Issues and power purchase agreements.</p>
3.	<p>Deputy Director (Transmission &amp; Distribution)</p> <p>(Rs.67,700-2,08,700) Pay Matrix Level – 11 (7<sup>th</sup> CPC)</p> <p>Pay Band –3 Rs.15600-39100 with Grade Pay – Rs.6600</p> <p>Group-A (One post)</p> <p>Anticipated</p>	<p>1. Graduate Degree in Electrical / Power Engineering OR equivalent from a recognised institution.</p> <p>2. Officers holding analogous post on regular basis OR</p> <p>With 3 year regular service in the Pay Matrix Level – 10 (7<sup>th</sup> CPC) / PB-3 (pre-revised) Rs.15600-39100 with Grade Pay Rs.5400/-</p> <p>OR</p> <p>With 5 year regular service in the Pay Matrix Level – 8 (7<sup>th</sup> CPC) / PB-2 (pre-revised) Rs.9300-34800 with Grade Pay Rs.4800/-</p> <p>OR</p> <p>With 8 years regular service in the Pay Matrix Level –6 (7<sup>th</sup> CPC) Pay Band – 2 (pre-revised) Rs.9300-34800 with Grade Pay Rs 4200/-</p>	<p>1. Engineering experience in large public utilities with generation, transmission and distribution facilities.</p> <p>2. Direct Operational experience in transmission and distribution.</p> <p>3. Should be familiar with Commercial &amp; Economic Issues / Tariff issues / analytic modelling / power purchase agreements.</p>

Sl. No	Name of the Post, Scale of Pay, Group, Number of vacancy	Essential Qualification	Desirable Qualification
4.	<p>Dy. Director (Law)</p> <p>(Rs.67,700-2,08,700)</p> <p>Pay Matrix Level – 11 (7<sup>th</sup> CPC)</p> <p>Pay Band -3 (pre-revised) Rs.15600-39100 Grade Pay Rs.6600/-</p> <p>Group-A (One Post)</p> <p>Existing</p>	<p>1. Law degree from recognized university /Law school.</p> <p>2. Officers holding analogous Posts on regular basis OR</p> <p>3. With 3 year regular service in the Pay Matrix Level – 10 (7<sup>th</sup> CPC) / PB-3 (pre-revised) Rs.15600-39100 with Grade Pay Rs.5400/-</p> <p>OR</p> <p>With 5 year regular service in the Pay Matrix Level – 8 (7<sup>th</sup> CPC) / PB-2 (pre-revised) Rs.9300-34800 with Grade Pay Rs.4800/-</p> <p>OR</p> <p>With 8 years regular service in the Pay Matrix Level –6 (7<sup>th</sup> CPC) Pay Band – 2 (pre-revised) Rs.9300-34800 with Grade Pay Rs 4200/-.</p>	<p>1. Experience of handling legal matters in middle level position in Central Govt, OR State Govt. OR any PSU involving administrative, commercial &amp; contract law.</p> <p>2. Experience in drafting statutes and / OR legislations</p>
5.	<p>Deputy Secretary</p> <p>(Rs.56100-177500)</p> <p>Pay Matrix Level – 10 (7<sup>th</sup> CPC)</p> <p>Pay Band -3 Rs. 15600-39100 with Grade Pay Rs.5400</p> <p>Group-A (01 Post)</p> <p>Anticipated</p>	<p>1. Graduate Degree</p> <p>2. Officers holding analogous posts on regular basis OR</p> <p>With 4 year regular service in the Pay Matrix Level – 8 (7<sup>th</sup> CPC) / PB-2 (pre-revised) Rs 9300 – 34800.with Grade Pay Rs 4800/-</p> <p>OR</p> <p>With 6 years regular service in the Pay Matrix Level – 7 (7<sup>th</sup> CPC) / PB-2 (pre-revised) Rs 9300 – 34800 with Grade Pay Rs 4600/-</p> <p>OR</p> <p>With 8 years regular service in Pay Matrix Level – 6 (7<sup>th</sup> CPC) / PB-2 (pre-revised) with Grade Pay Rs 4200/-.</p>	<p>1. MBA from recognised Institution.</p> <p>2. Experience in power sector, having dealt in matters relating to Electricity Regulatory Commissions, having knowledge of Electricity Law, Rules and Regulations.</p>

Sl. No	Name of the Post, Scale of Pay, Group, Number of vacancy	Essential Qualification	Desirable Qualification
6.	<p>Lower Division Clerk</p> <p>(Rs.19900-63200)</p> <p>Pay Matrix Level-2 (7<sup>th</sup> CPC)</p> <p>Pay Band -1 Rs.5200-20200 With Grade Pay - Rs.1900</p> <p>Group - C (One Post)</p> <p>Existing</p>	<p>1. 12<sup>th</sup> Class pass from recognized Board / Institution.</p> <p>2. Proficiency in Typing (35 wpm)</p> <p>3. Official holding analogous post in Central / State Govt. or any PSU / Corporation / Autonomous Body under Central / State Govt. on regular basis.</p> <p>OR</p> <p>With two years regular service in the post of Daftry or equivalent in Central / State Govt. or any PSU / Corporation / Autonomous Body under Central / State Govt.</p>	<p>Clerical experience in any Central / State Govt. / PSU / Autonomous Body of Centre / State.</p>

#### **GENERAL INSTRUCTIONS**

1. The preferred mode of appointment for the above post is Deputation from Central / State / UT Government Departments, Statutory/Autonomous/ Constitutional/Cooperative/Local Govt. Bodies and Public Sector Undertakings, Corporations etc. under administrative control of Central/State/UT Governments. In the event of non availability of suitable candidate for appointment on deputation, the post can be filled up on contract recruitment basis. The Commission shall have full discretion to fill up the post through any of the three modes viz. Deputation /Direct /Contract recruitment as per the specific requirement. The Commission's decision in this regard shall be final.
2. The Commission reserves the right not to fill any of the above mentioned existing / anticipated vacancies. The Commission may consider and extend the Deputation/Contract of the present incumbent in the post against which the anticipated vacancy mentioned above is advertised. In case of any eventuality, no action on the application received against this existing / anticipated vacancy shall be taken by the Commission and the advertisement of such vacancy shall be treated as withdrawn.
3. All candidates should have fulfilled the minimum eligibility on the date of application. Further, merely fulfilling the minimum qualifications or the eligibility criteria does not entitle a candidate to be necessarily considered or called for interview. More stringent criteria may be applied for short-listing the candidates to be called for skill test / interview.
4. The Commission shall follow the Government's policy on reservation for SC/ST/OBC/PH candidates in the case of direct recruitment.
5. The age limit is subject to general guidelines issued by Central Govt. / Govt. of NCT of Delhi. The crucial date for determining eligibility criteria / age limit would be last date of submission of application. The age limit for the posts of **Executive Director (Tariff) / Executive Director (Engg.)** for appointment on Deputation and Direct is 56 years and 50 years respectively. The age limit for the posts of **Deputy Director (T&D) / Deputy Director (Law)** for appointment on Deputation and Direct is 56 years and 45 years respectively. The age limit for the posts of **Dy. Secretary** for appointment on Deputation and Direct is 56 years and 35 years respectively. The age limit for the post of **Lower Division Clerk** for appointment on Deputation and Direct is 56 years and 27 years respectively.

6. (i) The tenure of appointee on contract basis though shall be initially for three years, but the same is subject to satisfactory performance appraisal every year within the three years period.
- (ii) The tenure of appointment on deputation initially for 3 years which shall be extendable by each year, subject to concurrence of Parent Department of Deputationist.
- (iii) For Direct recruitment, the probation period shall be 02 years from the date of appointment.
7. Canvassing in any form shall be a disqualification for the post. No correspondence with the applicants will be entertained.
8. The Pay & Allowances and other terms and conditions of appointments on deputation basis will be regulated in accordance with the instructions contained in the Department of Personnel & Training OM. No. 6/8/2009-Estt. (Pay II) dated 17.06.2010, as amended from time to time. The pay package of the appointee on Contract, shall be in accordance with the DERC (Management & Development of Human Resources) Regulations 2001, as amended from time to time.
9. For fulfilling the eligibility criteria of the post, regular service of certain years in various pay scales has been prescribed as essential qualification. The pay scale shown in the eligibility criteria are Central Government Scale/ Delhi Government Scale of Pay and Dearness Allowance pattern applicable w.e.f. 01.01.2016 and the eligibility of candidates shall be accordingly determined with reference to the pay scales.
10. The eligibility of such candidates who are working in Public Sector Undertakings or other Govt. Organizations where Industrial / Variable Dearness Allowance pattern is applicable shall be determined by equating their IDA/VDA pattern Pay scale with the requisite CDA pattern Pay scales of eligibility in the following manner:

Central DA pay scale	=	Industrial/Variable DA pay scale
7 <sup>th</sup> CPC Pay Matrix Level  (Pre-revised 6 <sup>th</sup> CPC 2006, Minimum of Pay Band + Grade Pay) + Applicable Central Dearness Allowance on Pay)		Minimum of Pay scale held by the candidate + Dearness pay, if any + Applicable Industrial / Variable Dearness Allowance

Further, only those applicants who hold the post as well as the pay scale of that post on substantive basis shall be considered eligible for appointment. The Competent Authority may, however, in most deserving cases, consider relaxation in the eligibility criteria in public interest.

#### 11. How to Apply:

**ONLINE APPLICATION:** The candidates must submit application through **ONLINE** mode only for which a provision has been made in DERC website. The candidates should click "**APPLY ONLINE**" link provided in the notice for vacancy to open **ONLINE** Application Form. Please follow the instructions and proceed to fill the form. Please note that all fields to be filled and no column should be left blank. You are also requested to upload relevant documents at appropriate column to substantiate essential qualifications possessed by you along with last 03 months salary slips, IT Statements, FORM-16 (for verification purpose). It is mandatory for the candidates after

successfully submitting application **ONLINE**, to take a **Print Out** of the application form together with copies of the testimonials and supporting documents already sent online and the same be forwarded to the Secretary, DERC at the given below :

**The Secretary,  
Delhi Electricity Regulatory Commission  
Viniyamak Bhawan, 'C' Block, Shivalik  
Malviya Nagar, New Delhi - 110017**

**The envelope containing the application must mention the name of the post applied for.**

**12. Submission of Undertaking :**

The candidate has to give Undertaking as mentioned below:-

The employees serving in Government / PSU / Autonomous Body / Statutory Body / Local Body / Corporations etc. must submit Undertaking as per Annexure – I.

The employees who have retired or resigned from Government / PSU / Autonomous Body / Statutory Body / Local Body / Corporations must give Undertaking as per Annexure – II.

The employees other than Annexure-I & Annexure-II must give Undertaking as per Annexure – III.

**13. Last date of application:**

The **last date** for submission of ON-LINE application is eight weeks from the date of publication of advertisement in newspaper.

The **last date** for receipt of hard copy of ON-LINE application is seven days after expiry of eight weeks from the date of publication of advertisement in newspaper.

**14. APPLICANTS IN CENTRAL/STATE/UT GOVERNMENT SERVICE OR IN THE SERVICE OF AUTONOMOUS / STATUTORY BODY / PSU / CORPORATIONS ETC. SHOULD APPLY THROUGH PROPER CHANNEL ONLY. THE APPLICATIONS OF SUCH APPLICANTS SHOULD BE FORWARDED THROUGH PROPER CHANNEL WITH ATTESTED COPIES OF ANNUAL CONFIDENTIAL REPORTS OF LAST FIVE YEARS AND VIGILANCE CLEARANCE CERTIFICATE. NO ADVANCE COPY SHALL BE ENTERTAINED.**

**15. Incomplete application or application submitted in a different format is liable to be summarily rejected.**

**Sd/-  
(Surendra Edupghanti)  
Secretary, DERC**

**ANNEXURE – I**

**APPLICATION FOR THE POST OF EXECUTIVE DIRECTOR (TARIFF), EXECUTIVE DIRECTOR (ENGG.), DEPUTY DIRECTOR (T&D), DEPUTY DIRECTOR (LAW), DEPUTY SECRETARY, LOWER DIVISION CLERK.**

**UNDERTAKING**

**(Applicable to serving employees of Government / PSU / Autonomous Body / Statutory Body / Local Body / Corporations etc.).**

1. I certify that all statements made in this application are true, complete and correct to the best of my knowledge and belief.
2. I certify that I am eligible for the post applied for vis-à-vis the age or qualifications or experience prescribed for the said post.
3. I certify that no vigilance / disciplinary case is pending against me.
4. I certify that no major or minor penalty was imposed on me during the last 10 years of my service in the Ministry / Department / Organization.
5. I certify that no prosecution for criminal charge is pending against me in any court of law.

SIGNATURE OF CANDIDATE

NAME OF THE CANDIDATE

PLACE:

DATE:

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**ANNEXURE – II**

**APPLICATION FOR THE POST OF EXECUTIVE DIRECTOR (TARIFF), EXECUTIVE DIRECTOR (ENGG.), DEPUTY DIRECTOR (T&D), DEPUTY DIRECTOR (LAW), DEPUTY SECRETARY, LOWER DIVISION CLERK.**

**UNDERTAKING**

**(Applicable in respect of employees who have retired / resigned from Government / PSU / Autonomous Body / Statutory Body / Local Body / Corporations etc.).**

1. I certify that all statements made in this application are true, complete and correct to the best of my knowledge and belief.
2. I certify that I am eligible for the post applied for vis-à-vis the age or qualifications or experience prescribed for the said post.
3. I certify that no prosecution for criminal charge is pending against me in any court of law.
4. I certify that no vigilance / disciplinary case was either pending or contemplated against me in the Ministry / Department / Organisation at the time of my retirement / resignation. (Please enclose a copy of PPO (if applicable) and Order notifying your discharge from service on retirement / resignation).
5. I certify that I have never been convicted, charge sheeted or ever had a vigilance case/ punishment and major/ minor penalties imposed on me during my present / previous employment or otherwise.

SIGNATURE OF CANDIDATE

NAME OF THE CANDIDATE

PLACE:

DATE:

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**ANNEXURE – III**

**APPLICATION FOR THE POST OF EXECUTIVE DIRECTOR (TARIFF), EXECUTIVE DIRECTOR (ENGG.), DEPUTY DIRECTOR (T&D), DEPUTY DIRECTOR (LAW), DEPUTY SECRETARY, LOWER DIVISION CLERK.**

**UNDERTAKING**

**(Applicable in respect of employees other than Annexure- I & Annexure-II )**

1. I certify that all statements made in this application are true, complete and correct to the best of my knowledge and belief.
2. I certify that I am eligible for the post applied for vis-à-vis the age or qualifications or experience prescribed for the said post.
3. I certify that no prosecution for criminal charge is pending against me in any court of law.
4. I certify that no punitive action was taken against me for any misconduct during my present / previous employment / organization.
5. I certify that I have never been convicted, charge sheeted or ever had a vigilance case/ punishment and major/ minor penalties imposed on me during my present / previous employment or otherwise .

**Note: Please enclose copy of last relieving Order / Certificate from previous employer/ employment.**

SIGNATURE OF CANDIDATE

NAME OF THE CANDIDATE

PLACE:

DATE:

भारत सरकार  
आवासन और शहरी कार्य मंत्रालय

निर्माण भवन, नई दिल्ली-11

दिनांक: 29 नवम्बर 2018

कार्यालय ज्ञापन

**विषय:** नगर एवं ग्राम नियोजन संगठन, आवासन और शहरी कार्य मंत्रालय में वेतन मैट्रिक्स में लेवल-14 (144200-218200/- रु.) (छठे वेतन आयोग में वेतन बैंड-4 37,400-67,000/- रुपये + ग्रेड वेतन 10,000/- रुपये के तदनु रूप) में मुख्य नियोजक (सा.के.से. समूह 'क' राजपत्रित) के पद पर संयुक्त पद्धति प्रतिनियुक्ति (जिसके अंतर्गत अल्पकालिक संविदा भी है) + प्रोन्नति द्वारा भर्ती।

अधोहस्ताक्षरी को यह सूचित करने का निदेश हुआ है कि आवासन और शहरी कार्य मंत्रालय के एक अधीनस्थ कार्यालय नगर एवं ग्राम नियोजन संगठन में लेवल-14 (144200-218200/- रु.) (छठे वेतन आयोग में वेतन बैंड-4 37,400-67,000/- रुपये + ग्रेड वेतन 10,000/- रुपये के तदनु रूप) में मुख्य नियोजक (सा.के.से. समूह 'क' राजपत्रित) के एक पद पर संयुक्त पद्धति प्रतिनियुक्ति (जिसके अंतर्गत अल्पकालिक संविदा भी है) + प्रोन्नति द्वारा भरने का प्रस्ताव है।

2. पद का ब्यौरा निम्नानुसार है:-

पद का नाम	मुख्य नियोजक
पद की संख्या	01 (एक)
वर्गीकरण	साधारण केंद्रीय सेवा, समूह 'क' राजपत्रित, अननुसचिवीय
वेतन बैंड और ग्रेड वेतन या वेतनमान	लेवल-14 (144200-218200/- रु.) (छठे वेतन आयोग में वेतन बैंड-4 37,400-67,000/- रुपये + ग्रेड वेतन 10,000/- रुपये के तदनु रूप)
भर्ती की पद्धति एवं ब्यौरा	<p>संयुक्त पद्धति द्वारा [प्रतिनियुक्ति (जिसके अंतर्गत अल्पकालिक संविदा भी है) + प्रोन्नति]</p> <p>प्रतिनियुक्ति (जिसके अंतर्गत अल्पकालिक संविदा भी है) या प्रोन्नति केन्द्रीय या राज्य सरकारों या संघ राज्य-क्षेत्रों या विश्वविद्यालयों या मान्यताप्राप्त अनुसंधान संस्थाओं या पब्लिक सेक्टर उपक्रमों या अर्ध सरकारी या कानूनी अथवा स्वायत्त संगठनों के ऐसे अधिकारी:-</p> <p>(क)(i) जो मूल काडर या विभाग में नियमित आधार पर सदृश पद धारण किए हुए हैं; या</p> <p>(ii) जिन्होंने मूल काडर या विभाग में वेतन बैंड-4 37400-67000/- रु. + ग्रेड वेतन 8900/- रु. (7वें वेतन आयोग में वेतन मैट्रिक्स में लेवल-13ए (131100-216600/- रु.) के तदनु रूप) या समतुल्य वेतनमान में नियमित आधार पर नियुक्ति के पश्चात्, उस श्रेणी में दो वर्ष सेवा की हैं; या</p> <p>(iii) जिन्होंने मूल काडर या विभाग में वेतन बैंड-4 37400-67000/- रु. + ग्रेड वेतन 8700/- रु. (7वें वेतन आयोग में वेतन मैट्रिक्स में लेवल-13 (123100-215900/- रु.) के तदनु रूप) या समतुल्य वेतनमान में नियमित आधार पर नियुक्ति के पश्चात्, उस श्रेणी में तीन वर्ष सेवा की हैं; और</p> <p>(ख) जिनके पास निम्नलिखित शैक्षिक अर्हताएं और अनुभव हैं :-</p> <p><b>आवश्यक</b></p> <p>(i) किसी मान्यताप्राप्त विश्वविद्यालय / संस्था से नगर या शहर या शहरी या क्षेत्रीय योजना में स्नातकोत्तर डिग्री या समतुल्य;</p> <p>(ii) किसी स्थानीय निकाय या सरकारी उपक्रम या मान्यताप्राप्त संस्था से नगर और क्षेत्रीय योजना के क्षेत्र में 15 वर्ष के अनुसंधान का अनुभव जिसमें से प्रशासनिक मामलों में तीन वर्ष के अनुभव सहित सरकार की शहरी और क्षेत्रीय विकास योजनाओं को मॉनिटर करने में आठ वर्ष का अनुभव हो।</p>

So to CS  
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SO (CN)

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Secy (Sec.)

	<p><b>वांछनीय</b> नगर नियोजक संस्थान (भारत) का फेलो मेम्बर हो।</p> <p>पोषक प्रवर्ग के ऐसे विभागीय अधिकारी, जो प्रोन्नति की सीधी पंक्ति में हैं, प्रतिनियुक्ति पर नियुक्ति के लिए विचार किए जाने के पात्र नहीं होंगे। इसी प्रकार, प्रतिनियुक्त व्यक्ति प्रोन्नति द्वारा नियुक्ति के लिए विचार किए जाने के पात्र नहीं होंगे।</p> <p>प्रतिनियुक्ति की अवधि (जिसके अंतर्गत अल्पकालिक संविदा भी है), जिसके अन्तर्गत केन्द्रीय सरकार के उसी या किसी अन्य संगठन या विभाग में इस नियुक्ति से ठीक पहले किसी अन्य काडर बाह्य पद पर प्रतिनियुक्ति की अवधि (जिसके अंतर्गत अल्पकालिक संविदा भी है) है, साधारणतया पाँच वर्ष से अधिक नहीं होगी। प्रतिनियुक्ति द्वारा नियुक्ति के लिए (जिसके अंतर्गत अल्पकालिक संविदा भी है) अधिकतम आयु सीमा आवेदन प्राप्त करने की अंतिम तारीख को 56 वर्ष से अधिक नहीं होगी।</p> <p>नोट: वेतन बैंड-4 37400-67000/- रु. + ग्रेड वेतन 8700/- रु. (7वें वेतन आयोग में वेतन मैट्रिक्स में लेवल-13 (123100-215900/- रु.) के तदनु रूप) में ऐसे विभागीय अपर मुख्य नियोजक जिन्होंने उस श्रेणी में तीन वर्ष नियमित सेवा की हो, जिसके न होने पर ऐसे अपर मुख्य नियोजक जिन्होंने अपर मुख्य नियोजक और नगर एवं ग्राम नियोजक की श्रेणियों में वेतन बैंड-3 15600-39100/- रु. + ग्रेड वेतन 7600/- रु. (7वें वेतन आयोग में वेतन मैट्रिक्स में लेवल-12 (78800-209200/- रु.) के तदनु रूप) में आठ वर्ष संयुक्त नियमित सेवा की है जिसमें से अपर मुख्य नियोजक की श्रेणी में कम से कम दो वर्ष की सेवा की हो, का भी बाह्य व्यक्तियों के साथ इस पद पर नियुक्ति के लिए विचार किया जाएगा और यदि उसका इस पद पर चयन हो जाता है तो इस पद को प्रोन्नति द्वारा भरा समझा जाएगा।</p>
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3. अन्य निबंधन एवं शर्तें इस प्रकार हैं:-

निरर्हता	<p>वह व्यक्ति, -</p> <p>(क) जिसने ऐसे व्यक्ति से जिसका पति या जिसकी पत्नी जीवित है, विवाह किया है, या</p> <p>(ख) जिसने अपने पति या अपनी पत्नी के जीवित रहते हुए किसी व्यक्ति से विवाह किया है,</p> <p>उक्त पद पर नियुक्ति का पात्र नहीं होगा: परन्तु यदि केन्द्रीय सरकार का यह समाधान हो जाता है कि ऐसा विवाह ऐसे व्यक्ति और विवाह के अन्य पक्षकार को लागू स्वीय विधि के अधीन अनुज्ञेय है और ऐसा करने के लिए अन्य आधार हैं तो वह किसी व्यक्ति को इस नियम के प्रवर्तन से छूट दे सकेगी।</p>
शिथिल करने की शक्ति	<p>जहां केन्द्रीय सरकार की यह राय है कि ऐसा करना आवश्यक या समीचीन है, वहां वह, उसके लिए जो कारण हैं उन्हें लेखबद्ध करके तथा संघ लोक सेवा आयोग से परामर्श करके, इन नियमों के किसी उपबंध को किसी वर्ग या प्रवर्ग के व्यक्तियों की बाबत, आदेश द्वारा शिथिल कर सकेगी।</p>

4. कार्मिक एवं प्रशिक्षण विभाग के समय-समय पर यथा संशोधित दिनांक 17 जून, 2010 के कार्यालय ज्ञापन सं.6/8/2009-स्था.(वेतन ।।) में निहित अनुदेशों द्वारा प्रतिनियुक्ति की शर्तें नियंत्रित होंगी।

5. पात्र एवं इच्छुक अधिकारियों, जिन्हें चयन होने की स्थिति में कार्यभार से मुक्त किया जा सकता है, द्वारा कार्मिक एवं प्रशिक्षण विभाग के दिनांक 02.07.2015 के का.ज्ञा. सं.एबी.14017/28/2014-स्था.(आरआर) के अनुसार निर्धारित प्रारूप (जिसे [http://ccis.nic.in/WriteReadData/CircularPortal/D2/D02est/14017\\_28\\_2014-Estt.RR-02072015.pdf](http://ccis.nic.in/WriteReadData/CircularPortal/D2/D02est/14017_28_2014-Estt.RR-02072015.pdf) अथवा <http://www.tcpomud.gov.in> से डाउनलोड किया जा सकता है) में विधिवत सत्यापित आवेदनपत्र (मूल) को निम्नलिखित दस्तावेजों के साथ उचित माध्यम से रोजगार समाचार में इस कार्यालय ज्ञापन के प्रकाशन की तारीख से साठ (60) दिनों के भीतर अधोहस्ताक्षरी को भेजा जाए:-

(क) पिछले पांच वर्षों की वार्षिक गोपनीय रिपोर्ट की अनुप्रमाणित (प्रत्येक पृष्ठ पर) प्रतियाँ।

(ख) सक्षम प्राधिकारी द्वारा विधिवत हस्ताक्षर किए हुए और मोहर लगे हुए मूल काडर अनापत्ति, सतर्कता अनापत्ति, सत्यनिष्ठा प्रमाणपत्र और पिछले दस वर्ष के दौरान दिए गए बड़े और छोटे दंडों का विवरण।

6. आवेदन करने वाले अधिकारियों को बाद में अपना नाम वापस लेने की अनुमति नहीं दी जाएगी। उचित माध्यम से प्राप्त ना होने वाले अथवा विहित समय के बाद प्राप्त होने वाले अथवा उपर्युक्त दस्तावेजों के बिना प्राप्त होने वाले आवेदनों को रद्द कर दिया जाएगा।

(14/8)  
29/11/18

(राजीव कुमार दास)

अवर सचिव, भारत सरकार

दूरभाष : 23062075

सेवा में,

भारत के सभी मंत्रालय / केन्द्र सरकार के सभी विभाग - मंत्रालय, विभाग, अनुसंधान संगठन, पब्लिक सेक्टर उपक्रम, कानूनी संगठन, स्वायत्त संगठन इत्यादि को अपने सभी पात्र अधिकारियों को परिचालित करने के विशेष अनुरोध के साथ।

(संलग्न सूची 'क' के अनुसार)

भारत की सभी राज्य सरकार और केन्द्र शासित सरकार - मंत्रालयों, विभागों, अनुसंधान संगठनों, पब्लिक सेक्टर उपक्रमों, कानूनी संगठनों, स्वायत्त संगठनों, नगर एवं ग्राम नियोजन विभागों, शहरी स्थानीय निकायों, अर्ध-सरकारी निकायों इत्यादि को अपने सभी पात्र अधिकारियों को परिचालित करने के विशेष अनुरोध के साथ।

(संलग्न सूची 'ख' के अनुसार)

GOVERNMENT OF INDIA  
MINISTRY OF HOUSING AND URBAN AFFAIRS

NirmanBhawan, New Delhi – 11

F.No.A-32013/1/2018-TCPO/Admn.III(AMRUT-IIA)

Dated : 29 Nov., 2018

**OFFICE MEMORANDUM**

**Subject :** Filling up of one post of CHIEF PLANNER(GCS Group 'A' Gazetted) in the Level-14 (Rs.144200-218200/-) in pay matrix (corresponding to PB-4 Rs.37400-67000 + Grade Pay – Rs.10000/- in 6th CPC) in Town & Country Planning Organisation, Ministry of Housing and Urban Affairs, on Composite Method (Deputation (including Short Term Contract)/plus Promotion)

The undersigned is directed to inform that one post of CHIEF PLANNER(GCS Group 'A' Gazetted) in the Level-14 (Rs.144200-218200/-) in pay matrix (corresponding to PB-4 Rs.37400-67000 + Grade Pay – Rs.10000/- in 6th CPC) in Town & Country Planning Organisation, a sub-ordinate Office of Ministry of Housing and Urban Affairs is proposed to be filled under Composite Method (Deputation (including Short Term Contract)/plus Promotion).

2. Post details are as under :-

Name of the Post	Chief Planner
Number of Post	01 (one)
Classification	General Central Service, Group A Gazetted, Non Ministerial
Level in Pay Matrix	Level-14 (Rs.144200-218200/-) (Corresponding to Pay Band – 4 Rs. 37,400 - 67,000 + Grade Pay Rs. 10,000/- in 6th CPC)
Recruitment Mode & Details	<p>By Composite Method (Deputation (including short term contract) plus promotion). Deputation (including short term contract) or promotion is to be made from officers of the Central or State Governments or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-government or Statutory or Autonomous Organisations :-</p> <p>(A)(i) Holding analogous posts on regular basis in the parent cadre or department; or</p> <p>(ii) With 2 years service in the grade rendered after appointment thereto on a regular basis in posts in Pay Band-4 Rs.37400-67000/- with Grade Pay – Rs.8900/- (corresponding to Level-13A (Rs.131100-216600/-)in the pay matrix in 7th CPC) or equivalent in the parent cadre or department; or</p> <p>(iii) With 3 years service in the grade rendered after appointment thereto on a regular basis in posts in Pay Band-4 Rs.37400-67000/- + Grade Pay – Rs.8700/- (corresponding to Level-13 (Rs.123100-215900/-) in the pay matrix in 7th CPC)or equivalent in the parent cadre or department; and</p> <p>(B) Possessing the following educational qualifications and experience ;</p> <p><b>Essential:</b></p> <p>(i) Post Graduate Degree in Town or City or Urban or Regional Planning from a recognized University / Institution or equivalent.</p> <p>(ii) 15 years experience of research in the field of Town and Regional Planning in a local body or in a government undertaking or in a recognized institution out of which 8 years shall be in monitoring urban and regional development schemes of the government including three years experience in administrative matters.</p> <p><b>Desirable :</b></p> <p>Fellow Member of the Institute of Town Planners (India)</p> <p>The departmental officers in the feeder grade who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Period of deputation (including short term contract) including period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organisation / department of the Central Government shall ordinarily not to exceed five years. The maximum age limit for appointment by deputation (including short term contract) shall not be exceeding 56 years as on the closing date of receipt of application.</p>

	<p>Note : The Departmental Additional Chief Planner in PB-4 Rs.37400-67000/- with Grade Pay – Rs.8700/- (corresponding to Level-13 (Rs.123100-215900/-) in the pay matrix in 7th CPC) with three years regular service in the grade, failing which by Addl. Chief Planner with eight years of combined regular service in the grades of Addl. Chief Planner and Town and Country Planner in PB-3 Rs.15600-39100 with Grade Pay – Rs.7600/- (corresponding to Level-12 (Rs.78800-209200/-) in the pay matrix in 7th CPC) with atleast 2 years service in the grade of Addl. Chief Planner shall also be considered for appointment to the post alongwith outsiders and in case he/she is selected for appointment, the post shall deemed to have been filled by promotion."</p>
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3. Other terms and conditions are :-

Disqualification

No Person ,-

- (a) who has entered into or contracted a marriage with a person having a spouse living ; or  
(b) who, having a spouse living, has entered into or contracted a marriage with any person,

Shall be eligible for appointment to the said post:

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

Power to relax

Where the Central Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing, and in consultation with the UPSC, relax any of the provisions of these rules in respect to any class or category or persons.

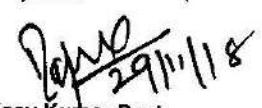
4. The terms of deputation will be governed by the instructions contained in Deptt of Personnel & Training OM No. 6/8/2009- Estt (Pay II) dated 17<sup>th</sup> June 2010 as amended from time to time.

5. Duly verified application in the prescribed proforma (in original) as per DoPT OM No. AB.14017/28/2014-Estt.(RR) dt. 02.07.2015 (which can be downloaded from [http://ccis.nic.in/WriteReadData/CircularPortal/D2/D02est/14017\\_28\\_2014-Estt.RR-02072015.pdf](http://ccis.nic.in/WriteReadData/CircularPortal/D2/D02est/14017_28_2014-Estt.RR-02072015.pdf) or [http:// www.tcpomud.gov.in](http://www.tcpomud.gov.in)) from eligible and willing officers who can be spared, accompanied by the following documents may be forwarded through proper channel to the undersigned within 45 days from the date of issue of this O.M. in the Employment News.

- (a) Attested copies (on each page) of ACRs for five years.  
(b) Cadre Clearance (CC), Vigilance Clearance (VC), Integrity Certificate (IC) and details of major /Minor penalties imposed during the last 10 years, in original, duly signed and stamped by competent authority.

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

With Hindi Version.

  
(Rajeev Kumar Das)  
Under Secretary to the Government of India  
Tele : 23062075

To,

All Ministries / Departments of the Central Government of India - With special request to circulate to all eligible officers of their Ministry, Departments, Research Organisation, PSUs, Statutory Organisation, Autonomous Organisation etc.

(As per List 'A' enclosed)

All State Governments and Union Territories Government in India - With special request to circulate to all eligible officers of their Ministry, Departments, Research Organisation, PSUs, Statutory Organisations, Autonomous Organisations, Town & Country Planning Departments, Urban Local Bodies, Semi-Govt Bodies etc.

(As per List 'B' enclosed)

Copy to :-

GOVERNMENT OF INDIA  
MINISTRY OF HOUSING AND URBAN AFFAIRS

11 DEC 2018  
F.No.A-32013/1/2018-TCPO/Admn.III(AMRUT-IIA)

Dy. No. GAD/2018/63384

CS (S)  
12/12/18

Nirman Bhawan, New Delhi  
Dated: 5<sup>th</sup> December, 2018

CORRIGENDUM

Subject: Filling up of one post of CHIEF PLANNER (GCS Group 'A' Gazetted, in the Level-14 (Rs.144200-218200/-) in pay matrix (corresponding to PB-4 Rs.37400-67000 + Grade Pay – Rs.10000/- in 6th CPC) in Town & Country Planning Organisation, Ministry of Housing and Urban Affairs, on Composite Method (Deputation (including Short Term Contract)/plus Promotion)

In partial modification to this Ministry's O.M. of even No. dated 29 Nov. 2018 on the subject mentioned above, the undersigned is directed to say that para 5 of the above said O.M. may be read as under:

"Duly verified application in the prescribed proforma (in original) as per DoPT O.M. No.AB.14017/28/2014-Estt.(RR) dt. 02.07.2015 (which can be downloaded from [http://ccis.nic.in/WriteReadData/CircularPortal/D2/D02est/14017\\_28\\_2014-Estt.RR-02072015.pdf](http://ccis.nic.in/WriteReadData/CircularPortal/D2/D02est/14017_28_2014-Estt.RR-02072015.pdf)) from eligible and willing officers who can be spared, accompanied by the following documents may be forwarded through proper channel to the undersigned within 60 days from the date of advertisement in the Employment News.

- (a) Attested copies (on each page) of ACRs for five years.  
(b) Cadre Clearance (CC), Vigilance Clearance (VC), Integrity Certificate (IC) and details of major /Minor penalties imposed during the last 10 years, in original, duly signed and stamped by competent authority".

(Rajeev Kumar Das)  
Under Secretary to the Government of India.  
Tel. 23062075

To  
All Ministries / Departments of the Central Government of India - With special request to circulate to all eligible officers of their Ministry, Departments, Research Organisation, PSUs, Statutory Organisation, Autonomous Organisation etc.

(As per List 'A' enclosed)

All State Governments and Union Territories, Government of India - With special request to circulate to all eligible officers of their Ministry, Departments, Research Organisation, PSUs, Statutory Organisations, Autonomous Organisations, Town & Country Planning Departments, Urban Local Bodies, Semi-Govt Bodies etc.

(As per List 'B' enclosed)

SO (CN)

Subject: Re: Filling up a post of Technical Member in National Anti-Profitteering Authority-Vacancy circular dt 06.12.2018

To: 'CS Puducherry' <cs.pon@nic.in>,  
'CS Andhra Pradesh' <cs@ap.gov.in>,  
'CS Arunachal Pradesh' <cs-arunachal@nic.in>,  
'CS Assam' <cs-assam@nic.in>, 'CS Bihar' <cs-bihar@nic.in>,  
'CS Chattisgarh' <csoffice.cg@gov.in>, 'CS Delhi' <csdelhi@nic.in>,  
'CS Goa' <cs-go@nic.in>,  
'CS Gujarat' <chiefsecretary@gujarat.gov.in>,  
'CS Haryana' <cs@hry.nic.in>,  
'CS Himachal Pradesh' <cs-hp@nic.in>,  
'CS Jammu & Kashmir' <cs-jandk@nic.in>,  
'CS Jharkhand' <cs-jharkhand@nic.in>,  
'CS Karnataka' <cs@karnataka.gov.in>,  
'CS Kerala' <chiefsecy@kerala.gov.in>,  
'CS Madhya Pradesh' <cs@mp.nic.in>,  
'CS Maharashtra' <cs@maharashtra.gov.in>,  
'CS Manipur' <cs-manipur@nic.in>,  
'CS Meghalaya' <cs-meg@nic.in>,  
'CS Mizoram' <cs-mizoram@nic.in>, 'CS Nagaland' <csnagl@nic.in>,  
'CS Odisha' <csori@ori.nic.in>, 'CS Punjab' <cs@punjab.gov.in>,  
'CS Rajasthan' <csraj@rajasthan.gov.in>,  
'CS Sikkim' <cs-skm@hub.nic.in>, 'CS Tamil Nadu' <cs@tn.gov.in>,  
'CS Telangana' <cs@telangana.gov.in>,  
'CS Tripura' <cs-tripura@nic.in>, 'CS Uttar Pradesh' <csup@nic.in>,  
'CS Uttarakhand' <cs-uttaranchal@nic.in>,  
'CS West Bengal' <cs-westbengal@nic.in>  
Cc: gstc-nodalofficers@ismgr.nic.in, Badri Sharma <b.narayan@nic.in>,  
secretary.naa@gov.in, ss-gstcouncil@gov.in,  
Dheeraj Rastogi <d.rastogi@nic.in>

CS/2018/38227

8/12/18

SO to CS  
01/12/18

Secy I Secy

88/5.11

Date: 12/06/18 12:04  
From: GST Council Secretariat <gstc.secretariat@gov.in>

Vacancy Circular for Technical Member in NAA.pdf (335kB)

OM is attached. Inconvenience regretted.

On 12/06/18 12:01 PM, "GST Council Secretariat" <gstc.secretariat@gov.in> wrote:

Respected Madam/Sir

Please find attached an OM dated 06.12.2018 seeking application from State Commissioners for the post of Technical Member in National Anti Profitteering Authority. The last date for sending the application is 12.12.2018.

All nodal officers of the States/UTs are requested to bring this vacancy OM into the notice of their CCT.

Regards

Rakesh Agarwal  
Dy. Commissioner  
GST Council

Yours Sincerely,  
GST Council Secretariat

12/12  
Sen Sanjeem

SO (CN)

Yours Sincerely,  
GST Council Secretariat



**GOVERNMENT OF INDIA  
GOODS AND SERVICES TAX COUNCIL**

F. No.129/Anti-profiteering/GSTC/2017  
5th Floor, Tower-II, Jeevan Bharati Building  
Connaught Place, New Delhi  
Dated: 06.12.2018

**OFFICE MEMORANDUM**

**Sub: Filling up the post of Technical Member in National Anti-Profiteering  
Authority- reg.**


I am directed to say that one post of Technical Member in National Anti-Profiteering Authority (NAA) is lying vacant.

2. NAA consists of a Chairman and four Technical Members. In terms of Rule 122(b) of the State Goods and Services Tax Rules, 2017, *officers who are or have been Commissioners of State Tax or Central Tax or have held an equivalent post under the existing law, are eligible for the post of Technical Member.* The terms and conditions of service of the Member of the Authority are enumerated under Rule 124 ibid.

3. It is requested that the aforesaid vacancy may kindly be circulated among the eligible officers of your State/UT and duly filled in applications of willing and eligible officers, duly authenticated, may be forwarded through proper channel to this office latest by 12.12.2018 after verifying the particulars furnished by the applicants.

4. It may please be noted that no action will be taken on advance copies and on the applications received without proper authentication/verification or the application received after 12.12.2018.

Encl: As above

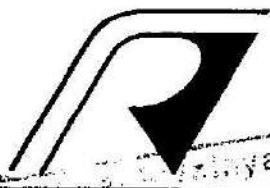
  
(Rakesh Agarwal)  
Deputy Commissioner, GST Council

To,  
**The Chief Secretary,  
All States/UTs.**

Copy to:

- (i) All nodal officers of State/UT  
For bringing this circular into the notice of CCT of State/UT.
- (ii) On the website of GST Council.

CIN : U74999DL2003GOI118633



रेल विकास निगम लिमिटेड

(भारत सरकार का उपक्रम)

Rail Vikas Nigam Limited

(A Government of India Enterprise)

No. RVNL/2018/5/1/HR (Civil)

Date: - 04.12.2018

Secretary,  
Railway Board,  
Rail Bhawan, New Delhi.

(Kind attention to Shri C. K. Vinod, Under Secretary (Deputation))

Sub: - Filling up the posts in Civil Engineering Department of RVNL in various scales of pay in the grade of E-5 to E-7 (IDA pattern) on Permanent Absorption Basis for Corporate Office in RVNL.

Sir,

It is proposed to fill up the posts of Deputy General Manager (E-5 Grade, pay scale Rs. 80000-220000 (Revised)), Joint General Manager (E-6 Grade, pay scale Rs. 90000-240000 (Revised)) & Addl. General Manager (E-7 Grade, pay scale Rs. 100000-260000 (Revised)) (IDA Pattern) in Civil Engineering Department on IMMEDIATE PERMANENT ABSORPTION BASIS. The selected candidates will be posted in Project Cell at Corporate Office in RVNL. The detailed specifications/ requirements of the post are enclosed as Annexure-I.

It is requested that the above posts may kindly be circulated on your Railways / Divisions / Units.

Application in the prescribed proforma along with (Annexure -A, B, C & D) of the eligible candidates (Railway / State Government Officers or Railway Officials on deputation and Resigned / Retired Voluntarily) whose services can be spared immediately on selection, together with the certificate from the Competent Authority (in proforma Annexure-D) along with the below mentioned documents be forwarded to **EXECUTIVE DIRECTOR/HR, RAIL VIKAS NIGAM LTD., ROOM NO.253, AUGUST KRANTI BHAWAN, BHIKAJI CAMA PLACE, R. K. PURAM, NEW DELHI-110066, latest by 04<sup>th</sup> January, 2019.** Applications received without the requisite certificates & necessary documents will not be entertained.

- Integrity certificate
- DAR/Vigilance/SPE clearance certificate.
- Attested photocopies of the ACRs for the last five years.

The candidate who applies for the post will not be allowed to withdraw their candidature subsequently.

Thanking you,

Yours faithfully

DA / as above.

(Sathyan Pillai)

Add. General Manager/HR  
Tel no. 011-26738303

Copy to: -

Secretary, All State Governments  
All General Managers (P), Indian Railways.  
All Chief Administrative Officer's on Indian Railways.

Regd. Office : 1st Floor, August Kranti Bhawan, Bhikaji Cama Place, R.K. Puram, New Delhi-110066

Tel. : +91-11-26738299 Fax : +91-11-26182957 Web. : www.rvnl.org

E-mail : info@rvnl.org



Rail Vikas Nigam Limited (RVNL), a premier schedule "A" PSU under Ministry of Railways engaged in CONSTRUCTION of Railway infrastructure of national importance invites applications from willing dynamic Engineers /Officers to fill up the **posts of Deputy General Manager (E-5 Grade, pay scale Rs. 80000-220000 (Revised)), Joint General Manager (E-6 Grade, pay scale Rs. 90000-240000 (Revised)) & Addl. General Manager (E-7 Grade, pay scale Rs. 100000-260000 (Revised)) (IDA Pattern) in Civil Engineering Department on IMMEDIATE PERMANENT ABSORPTION BASIS for Project Cell at Corporate Office, New Delhi.**

**ELIGIBILITY CRITERIA**

**For Absorption**

**For serving Railway Officials & Central / State Government Services Engineers including those working on deputation in RVNL or in any other PSUs.**

- i) **Deputy General Manager (Civil), E-5 Grade (IDA Scale Rs. 80000-220000/- (Revised)).**

Candidate working in the relevant discipline in the substantive Grade PB-3 scale Rs. 15600-39100 with GP Rs.6600 or in level 11 in 7<sup>th</sup> CPC or equivalent pay scale in State Govt. services having 5 years Group 'A' service or Senior Scale Officers (in level 11 in 7<sup>th</sup> CPC) having 08 years' service in Group 'B'.

- ii) **Joint General Manager (Civil), E-6 Grade (IDA Scale Rs. 90000-240000/- (Revised)).**

Candidate working in the relevant discipline in the substantive Grade PB-3 scale Rs. 15600-39100 with GP Rs.7600 (JAG) or in level 12 in 7<sup>th</sup> CPC with 8 years Group 'A' service.

- iii) **Addl General Manager (Civil), E-7 Grade (IDA Scale Rs. 100000-260000/- (Revised)).**

Candidate working in the relevant discipline in the substantive Grade PB-4 scale Rs. 37400-67000 with GP Rs.8700/- (Selection Grade) or in level 13 in 7<sup>th</sup> CPC.

- (C) **For Ex-Railway Official**

Ex-Railway officials can also apply, if they have either resigned or taken voluntary retirement from Railway service but not compulsory or prematurely retired from Railway service and/or are working elsewhere in the similar fields.

However, Ex-Railway official's eligibility for the position in RVNL will be reckoned with reference to their last Grade Pay/ Position as mentioned above.

and

Age should not be above 57 years of age as on the date of issue of above notification.



**The applicant should not only be technically suitable but also be physically fit enough to work at Projects Sites.**


The selected candidates will be offered position in RVNL on permanent absorption basis with respect to his eligibility vis-a-vis his last position in Railways and length of service as per the RVNL Rules.

**Compensation Package:** Company offers attractive Pay and other allowances/fringe benefits attached to the post/grade as per IDA pattern scale of pay. **The selected candidates will be posted at any of the above locations where RVNL is executing Railway Projects as stated above. It is also made clear that no request for posting / transfer will be entertained.**

Candidates interested to apply for the above post may visit the company's website: [www.rvnl.org](http://www.rvnl.org) under '*Career Opportunities*' for details and application form.

Application in the **prescribed proforma and its Annexure-A, B, C together with the certificate from the competent authority (in proforma Annexure 'D')** duly completed along with self-attested copies of following relevant documents be sent to **EXECUTIVE DIRECTOR/HR, RAIL VIKAS NIGAM LTD., ROOM NO.253, AUGUST KRANTI BHAWAN, BHIKAJI CAMA PLACE, R.K. PURAM, NEW DELHI-110066, latest by 04<sup>th</sup> January, 2019.** Applications received without the requisite certificates and necessary documents will not be entertained.

**DOCUMENTS TO BE COMPULSORILY ATTACHED: -**

1. Copy of 10<sup>th</sup> / High School / Secondary / School Leaving Certificate showing Date of Birth.
  2. Copies of Educational & Professional Qualifications.
  3. Experience Certificate, if any.
  4. Copies of Commendations / Awards Certificates.
  5. Service Certificate & PPO in the case of retired /resigned Railway Officials.
  6. Copies of ACRs/APARs for the last 5 years (If available for retired employees).
  7. Caste certificate.
- 

**FORMAT OF APPLICATION ON PERMANENT ABSORPTION / DEPUTATION BASIS FOR  
THE POST OF**

Affix here passport  
size photograph

1	Name	
2	Father's Name	
3	Date of Birth	
4	Sex	
5	Status (Married/Single)	
6	Whether SC/ST/OBC/Minority (Copy of caste certificate be enclosed)	
7 (i)	Address with contact number	
(ii)	Mobile No	
(iii)	e- mail address	
8	Details of Dependents (Name, Age & Relationship)	
9	Hobbies/Extra Curricular Activities	
10	Present Organisation in which you are working, its address and Phone Numbers	
11	a) Present Position b) Date of Appointment on the Present Position c) Present Pay scale / Emoluments	

12	a) Date of Appointment in Railways b) Grade/Pay/Scale at the time of Appointment in Rlys c) Last position held in Rlys d) Last Grade/Pay/Scale in Rlys e) Date of Retirement/Resignation f) Total Length of service in Rlys g) Pension Details, if any (Copy of P.P.O. to be attached)	
13	Type of Separation from Railways (Tick the relevant type)	1. Voluntary Retirement 2. Resignation 3. Others (specify)

14     **Educational/Technical Qualification**

Name of Examination	Name of Board/University	Year of Passing	Subjects	% of Marks	Class/Division

15     **Professional Experience**

(a) **Railway Service**

SN	Name of Organisation & Address with Place of Posting	Design.	Scale of Pay/	From	To	Nature of Work

(b) Other than Railway Service

SN	Name of Organisation & Address with Place of Posting	Design.	Scale of Pay / Emoluments	From	To	Nature of Work
16	Details of Punishment if any in the last 10 years					
17	Details of Awards, If any					
18	Have you ever been involved in any anti-national activities (Tick)			(Yes / No )		
19	Have you ever been convicted, If yes, details					
20	Any criminal case lodged against you, If yes, details					

21. **Declaration**

1. I hereby solemnly affirm that the statement made and information furnished by me in the above performa is true and correct.
2. I have not concealed any information.
3. However, if any information furnished herein is found to be fraudulent, incorrect and untrue, I understand that I am liable to criminal prosecution and I also agree to forgo my appointment if made.
4. I agree to abide by the Rules and Regulations of RVNL.
5. I also hereby certify that neither I have been compulsorily retired from Railway Service as punishment/penalty under RS (D&A) Rules, 1968 nor prematurely retired under Rule 1802, 1803 & 1804 of IREC-Vol-II. My service certificate is enclosed (only in case of ex-Railway servants).

Place\_\_\_\_\_

Signature of Candidate

Date\_\_\_\_\_

UNDERTAKING

In the event of my selection as ..... in RVNL, I will  
tender my resignation in my Parent Organization. i.e. ....  
.....

Name.....  
Designation .....  
Railway..... Station.....  
Date .....

AFFIDAVIT

I.....S/o..... while working  
as ....., do hereby solemnly affirm and declare that I am  
free from D&AR/SPE/Vigilance angle and no proceedings have been contemplated or  
pending against me in the said organization.

In case any information comes to my notice, I will inform RVNL of the same  
immediately.

I, further, understand that if any adverse information comes to the notice of  
RVNL which was not disclosed by me, in addition to termination of Service, other  
actions as deemed fit would be taken by RVNL.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Design \_\_\_\_\_

Organization \_\_\_\_\_

**VERIFICATION**

I declare that the information furnished by me in the Application Form is true to the best of my knowledge and belief and that nothing has been concealed.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Design \_\_\_\_\_

Organization \_\_\_\_\_

---

**(Certificate to Be Furnished by the Employer/Head of Office/ Forwarding Authority)**

1. Certified that the particulars furnished by \_\_\_\_\_ are correct and he/she possesses educational qualifications and experience mentioned in the vacancy circular.
2. Also certified that: -
  - i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt. \_\_\_\_\_
  - ii) His/her integrity is certified.
  - iii) His/her CR Dossier in original is enclosed/ photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of JAG, are enclosed.

Signature \_\_\_\_\_

Name & Designation \_\_\_\_\_

Telephone No, \_\_\_\_\_

Office Seal \_\_\_\_\_

**List of enclosure:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

**QUALIFICATION/ELGIBILITY CRITERIA FOR ABSORPTION BASIS.**

Sr. No.	Name of the Post	Age should not exceed	Eligibility/ Experience
1	Deputy General Manager / Civil IDA Scale (E-5) Rs. 80000-220000/- (Revised)	57 years as on the date of issue of above notification	<p><b>1 For Govt. Officials</b></p> <p>Candidate working in the relevant discipline in the substantive Grade PB-3 scale Rs. 15600 -39100 with GP Rs.6600 or in level 11 in 7th CPC or equivalent pay scale in State Government Services having 5 years Group 'A' service or Senior Scale Officers (in level 11 in 7th CPC) having 08 years' service in Group 'B'.</p> <p><b>2. Experience:</b></p> <p>Candidates must have atleast 5 years of experience in construction, dealing with tender / contract management / estimates.</p> <p>Preference will be given to the candidate having knowledge and experience of International Bidding Documents, their processes and having dealt estimates of Railway Infrastructure Project valuing more than Rs. 500 crores.</p>
2	Joint General Manager / Civil IDA Scale (E-6) Rs. 90000-240000/- (Revised)	57 years as on the date of issue of above notification	<p><b>1 For Govt. Officials</b></p> <p>Candidate working in the relevant discipline in the substantive Grade PB-3 scale Rs. 15600-39100 with GP Rs.7600 (JAG) or in level 12 in 7<sup>th</sup> CPC having 8 years Group 'A' service.</p> <p><b>2. Experience:</b></p> <p>Candidates must have atleast 5 years of experience in construction, dealing with tender / contract management / estimates.</p> <p>Preference will be given to the candidate having knowledge and experience of International Bidding Documents, their processes and having dealt estimates of Railway Infrastructure Project valuing more than Rs. 500 crores.</p>
3	Additional General Manager / Civil IDA Scale (E-7) Rs. 100000-260000 (Revised)	57 years as on the date of issue of above notification	<p><b>1 For Govt. Officials</b></p> <p>Candidate working in the relevant discipline in the substantive Grade PB-4 scale with GP Rs. 8700/- (Selection Grade) or in level 13 in 7<sup>th</sup> CPC.</p> <p><b>2. Experience:</b></p> <p>Candidates must have atleast 5 years of experience in construction, dealing with tender / contract management / estimates.</p> <p>Preference will be given to the candidate having knowledge and experience of International Bidding Documents, their processes and having dealt estimates of Railway Infrastructure Project valuing more than Rs. 500 crores.</p>

SSC/13/12/19

# ELECTION COMMISSION OF INDIA

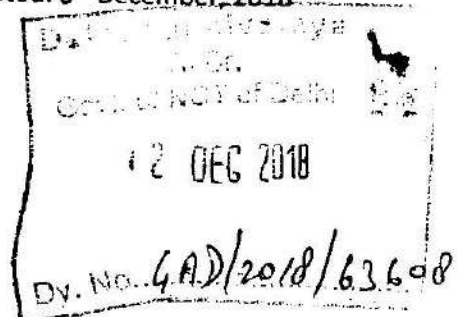
Nirvachan Sadan, Ashoka Road, New Delhi – 110001

No. 590/IIIDEM/Structure/2015/Trg-II

Dated: 6<sup>th</sup> December, 2018

To,

All Ministries/ Departments of Government of India  
All State Governments/ UT Administration  
All Central/ State Government Universities  
Central Public Sector Undertakings, Statutory and Autonomous Bodies



**Subject: Calling applications for filling up various posts on deputation, at IIIDEM (Dwarka Campus), Election Commission of India New Delhi.**

It is proposed to fill up the posts as given in the Annexure I at India International Institute of Democracy and Election management (IIIDEM), Election Commission of India, Sector -13, Dwarka, New Delhi with headquarters at New Delhi.

2. Posts shall be filled up by officers having desired qualification, experience and holding analogous posts in State/ Central Govt./ Universities/ Autonomous Bodies/ Central PSUs as mentioned against each post in the Annexure I.

3. Interested and eligible candidates may submit their applications. Only those applications will be considered which are routed through proper channel and are accompanied with the required documents as under:-

- 5065  
12.12.18  
Secy (Sec)  
SS/12/18/14
- Bio-data with features in the proforma at Annexure-II;
  - Certified copies of ACRs/APAR for the last three years upto 2017 -2018 duly attested by a Group 'A' officer;
  - Cadre clearance;
  - Clearance from vigilance and disciplinary angle; and
  - Certificate from the competent authority that no major or minor penalties, if any, imposed or contemplated against the officer during the last ten years
  - A certificate from the competent authority that in the event of selection, the officer would be relieved immediately to join the duties of the post.

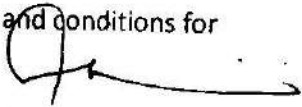
Maximum age limit for all the posts is 55 years as on 01<sup>st</sup> January 2019. Applications received through proper channel shall be scrutinized and shortlisted candidates may be called for interview.

14/12  
SO (CN)  
17/12  
Secy - General

5. All Ministries/Departments are requested to forward this letter to all offices under their control. They are also requested to forward applications complete in all respect of willing and eligible officers latest by 08<sup>th</sup> January 2019, at the following address

Sanjeev K. Prasad, Under Secretary, India International Institute of  
Democracy & Election Management, Election Commission of India,  
Nirvachan Sadan, Ashoka Road, New Delhi-110001.

6. Advance copy may be sent by email to [sanjeevk.prasad@eci.gov.in](mailto:sanjeevk.prasad@eci.gov.in). The terms and conditions for deputation will be regulated as per existing instructions of the DPOT in this regard.

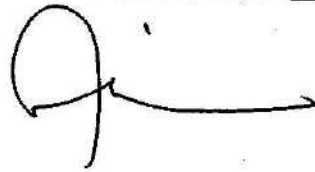
  
(Sanjeev K. Prasad)

Under Secretary  
Election Commission of India

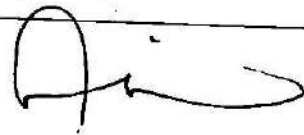
## ANNEXURE-I

## List of posts to be filled on deputation -

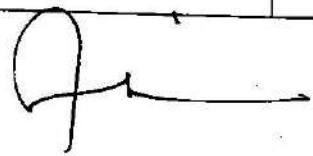
Sl	Department/ Centre Name	Name of Post	Post Equivalent in Govt. of India	No. of Posts	Qualification and Experience	Scale of Pay
1	Centre of National Training	Program executive	Assistant Section Officer	2	Graduate with min of 3 yrs of program execution experience	Level 7, Rs. 44,900/- 1,42,400/-
2	Centre for International Training	Program executive	Assistant Section Officer	2	Graduate with min of 3 yrs of program execution experience	Level 7, Rs. 44,900/- 1,42,400/-
3	Centre for E- Learning	Head- E learning	Dy, Secretary or above	1	MBA with min of 12 yrs of experience with min 4 yrs in program management in eLearning	Level 13, Rs. 1,18,500/- 2,14,100/-  Level 12, Rs. 78,800/- 2,09,200/-
		Programmer	Assistant Section Officer or above	1	MCA/ BTech in computer science or related fields with min of 5 yrs of exp in software development and programming	Level 7, Rs. 44,900/- 1,42,400/-
		Program executive	Assistant Section Officer	1	Graduate with min of 3 yrs of program execution experience	Level 7, Rs. 44,900/- 1,42,400/-
4	School of Election Management, Voter Education & Communication	Faculty- General Management	Assistant Professor in Central Govt. Universities	1	P.hd with min of 10 yrs of experience in teaching general mgmt./ leadership/ Project Mgmt in reputed institute OR certified trainer with MBA with min of 10 yrs of experience in L&D	Level 12, Rs. 79,800/- 2,11,500/-
		Program Manager	Under Secretary or above	2	MBA with min of 8 yrs of experience with min 4 yrs in program management in L&D sector	Level 11, Rs. 67,700/- 2,08,700/-
		Program Executive	Assistant Section Officer	2	Graduate with min of 3 yrs of program execution experience	Level 7, Rs. 44,900/- 1,42,400/-



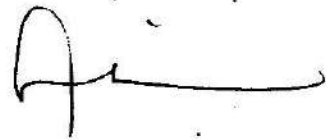
Sl	Department/ Centre Name	Name of Post	Post Equivalent in Govt. of India	No. of Posts	Qualification and Experience	Scale of Pay
5	School of Electoral Law	Law Faculty	Assistant Professor in Central Govt. Universities	2	LLB with min of 10 yrs of experience, with min 5 yrs in Law teaching OR LLB with 10 years experience in Election Management	Level 12, Rs. 79,800/- 2,11,500/-
		Legal Executive	Assistant Section Officer or above	2	Law Graduate with min 3 yrs of exp	Level 7, Rs. 44,900/- 1,42,400/-
6	Centre For Research & Innovation in Election Management	Research Associate	Assistant Section Officer or above	1	Post graduate/Phd students pursuing research in political science/ Sociology or related areas with min 5 yrs of exp	Level 7, Rs. 44,900/- 1,42,400/-
		Program executive	Assistant Section Officer or above	1	Graduate with min of 3 yrs of program execution experience	Level 7, Rs. 44,900/- 1,42,400/-
7	Centre For Collaboration & Partnerships	Relationship Executive	Assistant Section Officer or above	1	Graduate with min of 3 yrs of program execution experience	Level 7, Rs. 44,900/- 1,42,400/-
8	Centre for curriculum development	Curriculum Expert	Dy. Secretary or above	1	Post grad in education or related fields with min 12 yrs of exp in curriculum framework and designing	Level 13, Rs. 1,18,500/- 2,14,100/-  Level 12, Rs. 78,800/- 2,09,200/-
9	Admin and Purchase Wing	Head Admin	Dy. Secretary or above	1	Secretary from ECI or Serving or Retired Govt Officer or MBA with min of 12 yrs of exp with min 5 yrs of institutional experience	Level 13, Rs. 1,18,500/- 2,14,100/-  Level 12, Rs. 78,800/- 2,09,200/-
		Commercial Manager	Under Secretary or above	1	Graduate with min of 8 yrs of exp with min 3 yrs in purchase and procurements	Level 11, Rs. 67,700/- 2,08,700/-
		Admin executive	Assistant Section	1	Graduate with min of 2 yrs of program execution experience	Level 7, Rs. 44,900/- 1,42,400/-



Sl	Department/ Centre Name	Name of Post	Post Equivalent in Govt. of India	No. of Posts	Qualification and Experience	Scale of Pay
			Officer or above			
10	Human Resource & Systems Wing	HR Executive	Assistant Section Officer or above	1	Graduates with min of 5 yrs exp in HR function	Level 7, Rs. 44,900/- 1,42,400/-
11	Finance & Accounting Wing	Head Finance	Dy. Secretary or above	1	Govt Officer with min 12 yrs of experience in finance and accounting	Level 13, Rs. 1,18,500/- 2,14,100/-  Level 12, Rs. 78,800/- - 2,09,200/-
		Accounting Manger	Section Officer	1	Post Graduate in accounting/commerce/business management with min of 10 yrs exp with 3 yrs accounting experience	Level 8 Rs. 47,600/- 1,51,100/-
		Accountant	Assistant Section Officer or above	1	Graduate in commerce with min 2 yrs of book keeping experience	Level 7, Rs. 44,900/- 1,42,400/-
12	IT Wing	Program executive	Assistant Section Officer or above	1	Graduate with min of 3 yrs of program execution experience	Level 7, Rs. 44,900/- 1,42,400/-
13	Media & Communication Wing	Media Executive	Assistant Section Officer or above	1	Graduate with media/communication/ mass com as specialization with min 3 yrs of experience	Level 7, Rs. 44,900/- 1,42,400/-
14	Library Wing	Librarian	Library & Information Officer	1	B.Lib/ M.Lib or equivalent with min 5 yrs of exp in handling large libraries	Level 11, Rs. 67,700/- 2,08,700/-
		Library assistant	Library & Information Assistant	1	Any graduate with min of 3 yrs of experience with 1 year of library experience	Level 6, Rs. 35,400 - 1,12,400/-
15	Museum Wing	Museum executive	Assistant Section Officer or above	1	Graduates with min 2 yrs of exp	Level 7, Rs. 44,900/- 1,42,400/-



Sl	Department/ Centre Name	Name of Post	Post Equivalent in Govt. of India	No. of Posts	Qualification and Experience	Scale of Pay
16	Engineering & maintenance Wing	Head- Engineering & Maintenance	Assistant Executive Engineer	1	BE/BTech electrical/mechanical with min of 10 yrs of exp with min 3 yrs in engg equipment maintenance	Level 10, Rs. 56,100/- 1,77,500/-
		Maintenance Engineer	Junior Engineer	1	ITI/ Graduate with engg subjects with min of 5 yrs of exp in maintenance	Level 6, Rs. 35,400/- 1,12,400/-
17	Protocol Division	Protocol Officer	Section Officer	1	Graduate with min of 8 yrs experience	Level 8 Rs. 47,600/- 1,51,100/-
18	Personal Staff to Director and above	Personal assistants	PA or above	2	Graduate with min 3 yrs of experience	Level 7, Rs. 44,900/- 1,42,400/-
		Total		37		



**PROFORMA**

1. Name and Designation (in block letters) :
2. Service to which belong to :  
Year of Recruitment :  
Parent Cadre (if any) :
3. Date of Birth & age as on 01/01/2019 :
4. Date of retirement :
5. Educational Qualifications (i) Graduate Level :  
(ii) Post Graduate Level : (iii) Others :
6. Address (Residence and office including Tel. No. Mobile No. and e-mail address) :

Office Address –

Tel. (O) –

Residence Address –

Tel. ( R ) –

, E-mail –

Mobile No –

7. Details of the present post held :
  - a. Date from which held :
  - b. Present details of Pay : Pay - Level of Pay -
  - c. Whether in parent cadre or in deputation :
  - d. If the present post is held on deputation basis, since when :
  - e. If the post held is on deputation, the regular post held in the cadre with pay and level of pay and from which date :

8. Positions held during the preceding years :-

Sl	Name of office / Organization where employed	Post held and service / cadre to which it belongs	From	To	Pay Scale	Responsibilities
1						

2						
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9. Additional information, if any, which you would like to mention in support of your application for the post.

10. Curriculum Vitae, if any :  
(CV may include (1) Awards / recognitions, papers published; other publications (2) A write up of around 500 words on why you think you are the right candidate for this post)

Date:

(Signature of Candidate)