

WAN/FAX MSG

TO : IsG FTR Hqrs Ranikhet, Lucknow, Patna, Siliguri, Guwahati & Tezpur

All TCs / SSB Academy SGR

FM : AD (Pers – V/Org), FHQ, SSB, New Delhi

Cabinet Secretariat vide their F.No.ARC/Pers-III/721/2016-6497 dated 16/08/2016 has invited nominations for filling up the post of Deputy Director (G) & Assistant Director (IA) of DG(S), in Cabinet Secretariat on deputation basis (.) The copy of the said circular has been uploaded in SSB website as well as SSB portal in the WAN under head 'Employees Corner' (.)

Competent Authority has approved that applications of eligible and willing JAO, AD(CC), AD(Tele), SFO(Tele), AC(Tele) & SFO(CC) who fulfils the eligibility criteria for deputation to the post of DD(G) & AD(IA) in Cabinet Secretariat stipulated in their circular uploaded in SSB website may be forwarded alongwith curriculum vitae in prescribed format, Integrity certificate, vigilance certificate, attested copies of APARs for the last 05 years and major/minor penalty statement for the last 10 years etc. to AD(Pers-V), FHQ by 01/10/2016 through respective IsG (.)

No. 1/SSB/Pers-V/Dep-ARC/2015(124)/- 12730-34 Dated, the 20/09/16.

(P. C. Chinhara)
Assistant Director (Pers-V/Org)

Copy to:

1. PS to DIG (Trg), FHQ, N/Delhi with request to forward nomination in above the rank in respect of Training Centers located at H.P. & Alwar please.
2. The AD (Spl Ops), FHQ SSB
3. ✓ The Commandant (Communication) FHQ, SSB alongwith prescribed format and circular with the request to upload the same in SSB website and SSB portal in the WAN.
4. The In-charge EDP Cell– with the request to send the following message to all JAO, AD(CC), AD(Tele), SFO(Tele), AC(Tele) & SFO(CC). "For deputation to the post of Deputy Director (G) & Assistant Director (IA) of DG(S), in Cab. Sectt. please visit SSB website-Human Resource-Employees Deputation"

Computer Cipher Branch	Assistant
Dy. No & Date	27/09/16

F.No. ARC/Pers.III/721/2016- 6497
Aviation Research Centre
DG(S), Cab Sectt.,
Block-V, R.K. Puram
New Delhi – 110 066.

Dated: 16th August, 2016

To

**DIG(Pers), Sashastra Seema Bal,
Min of Home Affairs,
Block – V(East), RK Puram, New Delhi – 110066**

**Subject: Filling up the posts of Deputy Director (G) & Assistant Director (IA) of
DG(S), Cabinet Secretariat.**

Aviation Research Centre (ARC) is premier security organization under Directorate General (Security), Cabinet Secretariat. An advertisement has been published in Employment News dated 6-12 August 2016 for the posts of Deputy Director (G) in Executive Cadre & Assistant Director (IA) in Imaginary Analysis Cadre in the organization to be filled by deputation basis. Copy of the advertisement is enclosed for reference.

2. It is requested that the advertisement may please be circulated in your esteemed organization and panel of suitable officers may be forwarded within 60 days w.e.f. 6 August 2016 to following address for consideration alongwith willingness of the officer, duly filled application form, NOC for deputation, attested copies of ACR / APAR for the last five years, DE / Vigilance clearance certificate / Integrity certificate / Statement regarding imposition of major/minor penalty during the last 10 years of service and self attested copies of educational qualification, experience and other certificates should be enclosed with the application:

**Assistant Director (Pers.B),
ARC, DG(S), Cabinet Secretariat
Block-V (East), RK Puram,
New Delhi – 110066.**

Encl: As stated.

Nisha Vinod
(Nisha Vinod)
Assistant Director (Pers. B)
Ph: 011-24362602

Cabinet Secretariat

Govt. of India

Applications are invited from the Officers of the Central Government for filling up following posts in an organization under Cabinet Secretariat on deputation basis as per details given below:-

Sl. No.	Name of the post along with Scale of Pay [Pay Band plus Grade Pay] & No. of Post	Essential educational and other qualification required for deputation	Place of Posting
1.	Deputy Director (G) PIB-4 (Rs.37400-67000/-) plus Grade Pay Rs.8700/- No. of post-01*	(a) Officers in the Central Government; (i) holding analogous posts on regular basis; or (ii) in the pay band-3 Rs.15600-39100/- plus grade pay of Rs.7600/- with five years regular service in the grade in Civilian Organisation; or (b) possessing two years experience of working in Intelligence or Police or Army set up including experience in establishment and administration.	Delhi. (with All India transfer liability)
2.	Assistant Director (IA) Pay Band-3 (Rs.15600-39100/-) plus Grade Pay Rs.6600/- No. of post -02*	(a) Officers in the Central Government (i) holding analogous post on regular basis Civilian Organisations; or (ii) in pay band-3 Rs.15600-39100/- plus grade pay of Rs.5400/- with five years regular service in the grade. OR Officers holding the rank of Major or equivalent in Defence organisations. Essential qualification and experience for deputationist Officers:- (i) Master's Degree in Science in Physics or Mathematics or Statistics or Computer Science or Computer Applications or Geology or Geography or Remote Sensing; or Bachelor's Degree in Engineering or Technology in Computer Science or Electronics or Communications of Electrical or Civil or Mechanical or Remote Sensing (ii) Institutionalised training and five years experience in Remote Sensing.	Delhi. (with All India transfer liability)

- *The vacancies mentioned are subject to change.
- The officers on deputation will be eligible for 15% Security Allowance on the Pay in the Pay Band and Grade Pay along with other allowances as admissible to Central Government employees.
 - The Department Officers 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.
 - Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other organisations or department of the central government shall ordinarily not exceed three years.
 - The maximum age limit for deputation shall not exceed fifty-six years as on the closing date of receipt of applications.
 - The Officers who are appointed on deputation can be posted anywhere in India as per requirement of the organisation.
 - The initial period of deputation of the officer from Central Government shall normally be three years which may be extended as per rules.
 - How to apply: Neatly filled applications typed or in own handwriting on A-4 size paper in proforma (placed as Annexure) should be forwarded through proper channel on following address. The envelope should clearly mention on top "Application for deputation for the post of Deputy Director (G)/Assistant Director (IA)":

Assistant Director (Pers B)
Post Box No. 3003
Lodhi Road Post Office
New Delhi-110003

- The last date of receipt of application is 60 days from the date of publication of the advertisement in the Employment News.
- Attested copies of educational qualification, experience and other certificates should be enclosed with the application. Candidates however, will be required to produce original certificates for verification at the time of interview.
- The applications in the prescribed proforma (placed as Annexure) may be forwarded through proper channel along with disciplinary / vigilance clearance, / integrity certificate, certificate regarding major penalty during last 10 years of service and attested copies of ACRs for the last 5 years. Application not in prescribed proforma will be summarily rejected.
- Incomplete applications and those received late and/or without the requisite enclosures would be summarily rejected. No correspondence in this regard would be entertained.
- Canvassing in any form will disqualify the candidates.
- The Department reserves the right to modify/withdraw the notification at any time.

BIO-DATA/CURRICULUM VITAE PROFORMA

1. Name and Address (in Block letters) :		Affix passport size photograph duly attested
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, 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

5.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualification as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of circular and issue of Advertisement in the Employment News.
5.2 Note: In the case of Degree and Post Graduate Qualifications Elective/main subject and subsidiary subjects may be indicated by the candidate.

6. please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post. 12 Oct

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

7. Details of Employment, in chronological order. Enclose a separate sheet duly attested 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 Scale of the post held on regular basis to be mentioned. Details of ACP/MACP with corresponding 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 belong.	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.

10. If any post held on Deputation in the past by the applicant, date of return from 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)

- Central Government
- State Government
- Autonomous Organization
- Government Undertaking
- Universities
- 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 when the revision took place and also indicate the pre-revised scale.

14. Total emoluments per month now drawn

Basic Pay in the PB	Grade Pay	Total Emoluments

15. In case the applicant belongs to an Organisation which is not following the 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

16.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 'Absorption'/'Re-employment' are available only if the Advertisement specially mentioned recruitment by "STC" "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 as assessed by the Selection Committee at the time of selection for the post. The information furnished by me are correct and true to the best of my knowledge and no material fact has been suppressed or my selection has been suppressed/withheld.

Date _____
(Signature of the candidate)
Address _____

Soil & Land Use Survey of India

Hyderabad Centre

Applications from eligible male-candidates of Indian Citizens for filling up 01 post of Grade-I and 02 posts of Jeep Driver Grade-II, Group "C" at Hyderabad Centre of Soil & Land Use Survey of India, M.J.Sa. Sarveksan Bhavan, Rajendra Nagar, Hyderabad-500030. Phone: 010051/CAC-24010042, Telefax: 040-24010051.

Pay Band & Grade	Category	Age	Qualifications
B-1 Rs.5200- J200 + Grade Pay Rs.2800	UR-01	Between 18 to 25 years. (Age relaxation in upper age limit is as per rule)	Essential: 1. Proficiency in Motor Driving. 2. Should hold a valid driving license for light or heavy motor vehicles. 3. 10+2 pass (12th class) from a Recognized school or Board and working knowledge of Hindi. 4. Experience of 5 yrs for driving light motor vehicles in an Institution or Organisation or Company. Desirable:- A recognized trade certificate or training as motor Mechanic from ITI.
B-1 Rs.5200- J2000 + Grade Pay Rs.2400	UR-01 SC-01	Between 18 to 25 years. (Age relaxation in upper age limit is as per rule)	Essential: 1. Proficiency in Motor Driving. 2. Should hold a valid driving license for light or heavy motor vehicles. 3. 10th Class from a Recognized school or Board and working knowledge of Hindi. 4. Experience of 3 yrs for driving light motor vehicles in an Institution or Organization or Company. Desirable:- A recognized trade certificate or training as motor Mechanic from ITI.

The period of the application will be 30 days from the date of publication of this advertisement. The last date for receipt of Application to ONE (Unreserved) category will be 30 days from the date of publication of Advertisement in newspapers. However, the applications received from the Assam, Meghalaya, Arunachal Pradesh, Jharkhand, Nagaland, Tripura, Sikkim and Laddakh Division of Jammu and Kashmir, and Spiti district and Pangi Sub-Division of Chamba District of Himachal Pradesh, territory of Andaman & Nicobar Islands and the Union Territory of Chandernagore will be accepted under any circumstances after the closure of last date of submission including postal delays. For more details visit the Website of Soil & Land Use Survey of India, i.e. slusi.dacnet.nic.in for application form and other crucial details/instructions for applying the advertisement. (Mahesh Chanc) Soil Survey Officer Government/Recruitment/10+2/18-25/Permanent/Other than Delhi

National Projects Construction Corporation Ltd (A Govt. of India Enterprise)

शमल प्रोजेक्ट्स कन्स्ट्रक्शन कारपोरेशन लिमिटेड
(भारत सरकार का उद्यम)

Advt. No. NPCC/Regular/MT(FY)August2016

National Projects Construction Corporation Ltd is a Premier Central Public Sector Enterprise engaged in Engineering, Planning, Operation and Project Management Consultancy in the fields of industrial, Thermal, Hydroelectric, Tunneling, Railways, Highways, Surface Transport, Dams, Weirs, Barrages, Public Health, Environmental Engineering and Road Lighting Works etc. in urgent need of following executives on regular basis in Regional Offices & Projects all over India :-

Training and Enrolments	Educational/ Professional Qualification	Upper age limit (years) as on 31.08.2016	No. of tentative vacancies
The period of training will be six months. During the training period the Management Trainee (Finance) will be paid a consolidated pay of Rs. 30,000/- per month.	CA/ICWA/MBA (Finance), MBA Degrees like MBA (Finance+HR), MBA (Finance+Marketing) etc., will not be considered.	27 yrs.	Total: 10 Nos Breakup: Gen = 5 OBC (NCL)=2 SC=2, ST=1

For details of conditions of appointment etc., please refer to NPCC website. The last date of submission of online application 21 days from the date of advertisement in Employment News. Candidates satisfying the eligibility criteria to apply through online registration system of NPCC i.e. www.npcc.gov.in. The likely date of online examination is 25th Sept. 2016.

Group General Manager (HR)
NPCC Limited
Corporate Office
Plot No. 67-68, Sector-25
Faridabad-121004 (Haryana),
Tel. Ph. No. 0129-2234760
website-www.npcc.gov.in

Government/Recruitment/Post Graduate/25-35/Permanent/Other than Delhi
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Certification by the Employer/Cadre Controlling Authority
The details provided in the above application by the applicant are true and correct as per the records. He/She possesses educational qualifications and experience as mentioned in the advert. If selected, he/she will be relieved immediately.
I certify that (i) There is no vigilance or disciplinary case pending/contemplated against the applicant. (ii) His/Her integrity is certified. (iii) His/Her CR Dossier in original is enclosed/photocopied for the last 5 years duly attested by an officer of the rank of Under Secretary. (iv) The above are enclosed. (v) No major/minor penalty has been imposed on the applicant in 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)

11/00 5/16-7

Government/Recruitment/Post Graduate/45-above/Deputation/Delhi

Ministry of Information & Broadcasting

New Delhi

Office Memorandum

Applications are invited for filling up of 01 (one) post of Business Manager (Group-A) in Publications Division at New Delhi under Ministry of Information and Broadcasting on deputation basis in Pay Band-3 of Rs. 15600-39100/- Grade Pay of Rs. 2800/- The details of the post are given in Annexure-A.

- The pay, tenure of deputation and other terms and conditions of the selected candidate will be regulated in accordance with the Department of Personnel and Training (D.P.T.) No. 6/8/2009-Ext. (Pay II) dated 17.06.2010.
- Applications of eligible officers in the prescribed proforma may be forwarded to this Ministry along with the following:
 - Up-to-date CR dossier. All photostat copies of ACRs may be forwarded duly attested by an officer not below the rank of an equivalent.
 - Vigilance clearance.
 - Statement indicating whether any minor/major penalty was imposed or not during the last 10 years.
 - Integrity certificate.
 - Cadre clearance.
- The applications complete in all respect, may be sent to the Under Secretary, (FS Desk), Ministry of Information and Broadcasting, Room No. 748, 'A' Wing, Shastri Bhawan, New Delhi- 110001 within 60 days from the date of publication of this advertisement in the Employment News. Officers who volunteer for the post shall not be allowed to withdraw their candidature subsequently. The maximum age limit of the candidates applying for the post shall not exceed 50 years as on the closing date of receipt of applications.
- An applicant who has applied previously in response of EN Advt. No. M-29211/03/2016/FS dated 21-27 May 2016 need not apply again.
- Job Description:-**
Business Manager is the Head of a Sales Emporium and is responsible for procurement of bulk orders of DRD's Publications, handling Public Relation and liaison works, giving directions for effective publicity campaign meeting and decision making to promote bulk sale of out publications. It has been an ordeal for the present officials of the Business Wing to tackle and deliver publications to its patrons and buyers in absence of abolished posts. By the position of available staff, sanctioned posts, post vacant and the details available with administration, it can be inferred that available staff is almost negligible to handle the smooth work of Business Wing.
- Eligibility/Essential:-**
 - Degree in Commerce from recognized University.
 - 5 years experience in Supervisory Capacity in a Publishing House of standing or a corresponding organization under Government dealing with distribution of Publications, Advertising, Publicity.
- Desirable:-**
 - Knowledge of Hindi
 - Master Degree from recognized university.
- Note:-**
 - Qualifications are relaxable at the discretion of UPSC in case of candidates otherwise well qualified.
 - The qualification regarding experience are relaxable at a discretion of UPSC in the case of candidates belonging to SC/ST candidates; if at any stage of selection, the Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserve for them.

Annexure-A

Bio-Data Proforma

APPLICATION FOR APPOINTMENT TO THE POST OF BUSINESS MANAGER GROUP-A, GAZETTED IN THE PAY BAND-3 OF RS.15600-39100/- WITH GRADE PAY OF RS.6600/- ON DEPUTATION IN PUBLICATIONS DIVISION, MINISTRY OF INFORMATION & BROADCASTING.

- Name and Address (in Block letters)
 - Date of Birth (in Christian Era)
 - Date of Retirement under Central/State Government rules.
 - Educational Qualifications:
 - 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).
 - Please state clearly whether in the light of entries made by you above, you meet the requirement of the post.
 - Details of Employment in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.
- | S. N. | Office/nstt./ Orgn. | Post held | From | To | Scale of Pay & Basic Pay | Nature of duties |
|---|---------------------|-----------|------|----|--------------------------|------------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 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. Are you a revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the previous scale.
11. Total emoluments per month now drawn.
12. 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.
13. Please state whether you are applying for deputation /Absorption /Re-employment Basis. (Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organization are eligible only for Short Term Contract.)
14. Whether belongs to SC/ST please mention:
15. Remarks | | | | | | |

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Date: _____ Signature of the candidate
Address _____

Countersigned
(Employer with seal)
Certificate

- Certified that the particulars of the officer has been verified and found to be correct.
- It is certified that no disciplinary proceedings are either pending and/or contemplated against the officer. Also it is certified that no any major/minor penalty was imposed on the officer during the last 10 years.
- Integrity of the officer is also certified.

davp 22202/11/0012/1617

(Signature of the Head of Office with stamp)

19/30/Central Government/Recruitment/Graduate/Other/Deputation/Delhi