

Government of India
Ministry of Home affairs
Directorate General, Sashastra Seema Bal
East Block-V, R.K. Puram, New Delhi-110066

No.1/SSB/Pers-V/Dep-In/2016(139)/2296-2393 Dated the, 18th February 2016.

VACANCY CIRCULAR

Applications are invited in the prescribed proforma from eligible Officers for filling up 01 post of Draughtsman Grade-II in SSB by composite method (deputation/promotion), as per eligibility criteria given below:-

S/ No.	Post, Pay Scale and vacancy under unit.	Eligibility criteria
1.	Post:- Draughtsman Grade-II Pay Scale :- PB-9300-34800/ GP-4200 Vacancy at:- FHQ New Delhi	Composite Method (Deputation/Promotion) Officers of the Central Government or the State Government or Union Territories Police Organisations; (a) (i) holding analogous post on regular basis in parent cadre/Department; or (ii) with ten years regular service in Pay Band-1, Rs. 5200-20200 plus grade pay of Rs. 2400 in the parent cadre/Department; and (b) possessing the following educational qualifications and experience:- (i) 12 th Pass from a recognized Board/University with two years Diploma/Certificate in Draughtsmanship (Civil) from an Industrial Training Institute from a recognized Institution and having three years experience in the field of draughtsmanship; or (ii) four years Bachelor degree in civil engineering from a recognized university/institute with two years experience in the field of draughtsmanship.

Note-1: The Departmental candidate in Pay Band-1 Rs. 5200-20200 plus grade pay Rs. 2400 with ten years regular service in the grade and possessing two years diploma/certificate in draughtsmanship (civil) plus matriculation from a recognized Institution Board shall also be considered along with outsiders and in case the Departmental candidate is selected from appointment to the post, the same shall be treated as having been filled by promotion.

Note-2: The Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other Organization or Department of the Central Government shall ordinarily not exceed three years.

Note-3: The maximum age limit for appointment by deputation including short term contract shall not be exceeding fifty six years as on the closing date of receipt of application.

Note-4: For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the post or posts for which that grade pay or pay scale is the normal replacement grade without any up gradation.

Officers who are volunteer for the above post will not be permitted to withdraw their names after selection. Recommendations of names, which are not accompanied by the requisite bio-data and CR dossiers, will not be considered.


Applications of suitable Officers, who are eligible and willing and who can be spared immediately on selection, may please be forwarded in Annexure-I (enclosed), in duplicate, along with attested photo-copies of ACR/APAR dossiers for the last five years, to the Assistant Director (Pers-V), East Block-V, R.K. Puram, New Delhi-110066 within 30 days from the date of issue of this Circular.

List of Enclosures to be accompanied with the Application:

1. Application in prescribed format, Annexure-I duly completed, signed by the candidate and countersigned by the cadre/Appointing authority.
2. Attested copies of ACRs/APARs for the last five years duly signed by an officer not below the rank of Under Secretary or equivalent.
3. Integrity Certificate.
4. DE/Vigilance Certificate.
5. No major or minor penalty certificate for last 10 years of service.
6. A certificate to the effect that the particulars furnished by the candidate have been verified and found correct as per service record.

May also visit our website www.ssb.nic.in

Encl: As above.


(P.C. Chinkhara)
Assistant Director (Pers-V)

To

1. All Ministries/Departments under the Government of India.
2. The Chief Secretaries of all States Governments/Union Territories Administration.
3. The Director, Intelligence Bureau, North Block, New Delhi.
4. The Director General, BSF, CGO Complex, Lodhi Road, New Delhi.
5. The Director General, CRPF, CGO Complex, Lodhi Road, New Delhi.
6. The Director General, ITBP, CGO Complex, Lodhi Road, New Delhi.
7. The Director General, CISF, CGO Complex, Lodhi Road, New Delhi.
8. The Director General, Assam Rifle, Shillong.
9. The Director General, Railway Protection Force, Rail Bhawan, New Delhi.
10. Section Officer, IT Cell, MHA, North Block, New Delhi- for display of enclosed papers in MHA Website.

Internal:-

1. ✓ The Commandant (Communication) with request to upload the same in SSB Website.
2. The Assistant Director (Recruitment) with request to publish in the Employment News.
3. The Assistant Director (Pers-III) for information please.
4. The Superintending Engineer for information please.
5. Notice Board.

Bio-Data Proforma

1. Post applied for
2. Name and address(in block letter)
3. Date of birth (in Christian era)
4. Date of retirement under Central/State Government rules
5. Educational Qualifications
6. Experience
7. Please state clearly whether in the light of entries made by you above, you meet the requirement of the post.
8. Details of employment, in chronological order. (Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient).

Name of Organisation/ Office	Post held	From	To	Pay Band + Grade Pay & Last Pay	Nature of duties

9. Name of present employment, i.e. whether ad-hoc or temporary or permanent.
10. 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.
11. Whether belongs to SC/ST/OBC
12. Remarks

Date:
Tele. No. & Residential address

Signature of the candidate

Certificate to be given by the Head of Office/Employer of the applicant

1. It is certified that the particulars furnished by the Officer/Official are correct.
2. It is certified that no disciplinary/vigilance case is pending or contemplated against the applicant and he is clear from the vigilance angle.
3. His integrity is certified.
4. It is certified that no major or minor penalties have been imposed on the officer during the last 10 years.

Head of Office/Employer