

MUST IMMEDIATE ACTIONABLE
By FAX or WAN

Government of India
Ministry of Home Affairs
Directorate General, Sashastra Seema Bal
R. K. Puram, New Delhi - 110 066.

No. I/Pers-V/SSB/Dep-RJS/2015(29) / 332-38

Dated: 01/02/18

CIRCULAR

Sub: - Filling up the posts of Jt. Director (Technical), Assistant Security Officer (Technical) and Security Assistant Grade-I (Technical) in Rajya Sabha Secretariat, New Delhi on deputation basis.

Rajya Sabha Secretariat, New Delhi vide their letter No.RS.42/9/2017-Perl. Dated 28.12.2017 has invited nominations for filling up the posts of Deputy Director (Tech), Assistant Security Officer(Tech) and Security Assistant Grade-I (Tech) in the Technical Wing of the Parliament Security Service of the Rajya Sabha Secretariat on deputation basis. Copy of circular has been uploaded in SSB website as well as SSB portal in the WAN.

2. Competent Authority has approved to invite willingness of DFO(Tele/Commn) who fulfils eligibility criteria mentioned in the circular of Rajya Sabha Secretariat and MHA Policy Guidelines dated 22.11.2016 for aforesaid deputation.
3. In this regard, willing officials are requested to send their willingness to this office through Mobile App "MySSB" or e-DAS software on or before 10.02.2018.
4. Applications with prescribed format, DE/Vigilance clearance certificate, Integrity certificate, Major/Minor penalty statement during last 10 years and attested copies of APARs for the last five years will be sought after scrutiny as per eligibility criteria.
5. PIMS data of all personnel should be updated.

(A.K.Dey)

Assistant Director (Pers-IV)

To,

1. IsG Frontier Hqrs. Patna, Lucknow, Silliguri, Guwahati, Ranikhet, Tezpur & Director, SSB Academy Bhopal.
2. DIsG SHQs Almora, Lakhimpur Kheri, Gorakhpur, Purnia, Muzaffarpur, Ranidanga, Gangtok, New Jalpaiguri, Bongaigaon, Bezpara, Bomdila, Rangia Bettiah, Pilibhit, Spl. Ops SHQ Bhilai & Srinagar(J&K), DIsG TCs, SSB Srinagar, Sapri & MTC Shimla, RTCs - Alwar, Gorakhpur, Salonibari & CI & JW Gwaldam.

Copy to: -

1. PS to DIG (Trg), FHQ, New Delhi with the request to forward nominations of above mentioned rank in respect of the Training Centres located in H. P. & Alwar please.
2. The Assistant Director (CC), FHQ SSB alongwith Circular with the request to upload the same in SSB website and SSB portal in the WAN.
3. The Incharge EDP Cell with the request to send the following message to DFO(Tele/Commn) "For deputation to the post of Assistant Security Officer(Tech) and Security Assistant Grade-I (Tech) in **Rajya Sabha Secretariat**, New Delhi please visit SSB Website-Human Resource-Employees Deputation". Facilities for applying deputation are also available in 'MySSB' Mobile App. Interested officials may apply through it".
4. The Assistant Director (Spl. Ops), FHQ for information please.
5. HC(Tele) Rakesh Kumar to upload the same in Mobile App "MySSB" & e-DAS.
6. Notice Board.

Assistant Director (Pers-IV)



PARLIAMENT OF INDIA
RAJYA SABHA SECRETARIAT
(PERSONNEL SECTION)

Parliament House Annex,
New Delhi.

No.RS.42/9/2017-Perl.

Dated the 28th December, 2017

OFFICE MEMORANDUM

Subject: Filling up the posts of Joint Director (Technical), Assistant Security Officer (Technical) and Security Assistant Grade-I (Technical) in the Technical Wing of the Parliament Security Service of the Rajya Sabha Secretariat.

The undersigned is directed to state that the following posts in the Technical Wing of the Parliament Security Service of the Rajya Sabha Secretariat, New Delhi are to be filled up on deputation basis initially for a period of 3 years:

Sl. No.	Post(s)	Scale of Pay (in Rs.)	No. of Posts
1.	Joint Director (Technical)	Level-12 in Pay Matrix (corresponding to pre-revised pay scale of PB-3 Rs. 15600-39100 + Grade Pay Rs. 7600)	1
2.	Assistant Security Officer (Technical)	Level-8 in Pay Matrix (corresponding to pre-revised pay scale of PB-2 Rs. 9300-34800 + Grade Pay Rs. 4800)	5 (only External candidates)
3.	Security Assistant Grade-I (Technical)	Level-7 in Pay Matrix (corresponding to pre-revised pay scale of PB-2 Rs. 9300-34800 + Grade Pay Rs. 4600)	6

The details of the eligibility criteria and the job responsibilities involved for the posts are given in *Annexure-I*.

2. Only such applications which are accompanied by the personal data (in duplicate) in the proforma given in *Annexure-II* will be considered. The eligible officials of Parliament Security Service may also apply for the posts mentioned therein in the prescribed proforma.

3. It is requested that the names of the eligible officers, who are willing and can be spared immediately in the event of selection may be forwarded, so as to reach this Secretariat addressed to 'The Deputy Secretary (Personnel), Room No. 147, First Floor, Rajya Sabha Secretariat, Parliament of India, Parliament House Annex, New Delhi-110001' latest by 06.00 p.m. on 01st February, 2017. While forwarding the applications, it may also be verified and certified that the particulars furnished by the officer are correct and no disciplinary/vigilance case is either pending or being contemplated against him and no major or minor penalty was imposed during the last 10 years on the officer. The application must be accompanied along with attested photocopies of CRs of last five years of the officer concerned.


(AMIT KUMAR)
DEPUTY SECRETARY

DIGL Pers
A)(PIV)
in file
Q DA

Sl. No.	Name of the Post and Scale of Pay	No. of Post	Eligibility Conditions
2.	Assistant Security Officer (Technical) Level-8 in Pay Matrix <i>(corresponding to pre-revised pay scale of PB-2 Rs. 9300-34800 + Grade Pay Rs. 4800)</i>	5 (only External candidates)	<p>Persons from the Central/State Police Organisations, Security Organisations, Intelligence Organisations and Autonomous Bodies fulfilling the following conditions :-</p> <p>Essential Eligibility Condition :</p> <p>(i) Officers in PB-2 of Rs. 9300-34800 with Grade Pay of Rs. 4800; or</p> <p>(ii) Officers with 5 years regular service in PB-2 of Rs. 9300-34800 with Grade Pay of Rs. 4600; or</p> <p>(iii) Officers with 10 years combined service in PB-2 of Rs. 9300-34800 with Grade Pay of Rs. 4600 and Rs. 4200.</p> <p>Essential Experience :</p> <p>Exposure in installation and maintenance of :-</p> <p>(i) micro-processor based access control system; or</p> <p>(ii) CCTV System; or</p> <p>(iii) anti-sabotage equipment; or</p> <p>(iv) computer controlled radio communication system and electronic instruments; or</p> <p>(v) exposure to latest operation systems such as Linex/ Windows NT/Novell and RDBMS in LAN/WAN environment; and</p> <p>(vi) handling of UNIX/AIX based Main Frame Server with Wide Area Network experience and Visual Basic and Crystal Reports.</p> <p>Job Responsibility :</p> <ol style="list-style-type: none"> 1. High Volume Wide Area Network, Security Roles, day-to-day maintenance of Windows Server, IBM Server monitoring of recourses, Back up Strategy, Disaster recovery etc. 2. To take regular backups (grandfather-father-son scheme) to schedule the backup programs, to create and administer etc. 3. To update anti-virus software, install application software, Database administration etc.

Sl. No.	Name of the Post and Scale of Pay	No. of Post	Eligibility Conditions
3.	Security Assistant Grade-I (Technical) Level-7 in Pay Matrix (corresponding to pre-revised pay scale of PB-2 Rs. 9300-34800 + Grade Pay Rs. 4600)	6	<p>Persons from the Central/ State Police Organisations, Security Organisations, Intelligence Organisations and Autonomous Bodies fulfilling the following conditions :-</p> <p>Essential Eligibility Conditions :</p> <p>(i) Officers in PB-2 of Rs. 9300-34800 with Grade Pay of Rs. 4600; or</p> <p>(ii) Officers with 5 years regular service in PB-2 of Rs. 9300-34800 with Grade Pay of Rs. 4200; or</p> <p>(iii) Officers with 10 years combined service in PB-2 of Rs. 9300-34800 with Grade Pay of Rs. 4200 and PB-1 of Rs. 5200-20200 with Grade Pay of Rs. 2800.</p> <p>Essential Experience :</p> <p>Exposure in installation and maintenance of:-</p> <p>(i) micro-processor based access control system; or</p> <p>(ii) CCTV System; or</p> <p>(iii) anti-sabotage equipment; or</p> <p>(iv) computer controlled radio communication system and electronic instruments; or</p> <p>(v) exposure to latest operation systems such as Linex/Windows NT/Novell and RDBMS in LAN/WAN environment; and</p> <p>(vi) handling of UNIX/AIX based Main Frame Server with Wide Area Network experience and Visual Basic and Crystal Reports.</p> <p>Job Responsibility :</p> <p>1. High Volume Wide Area Network, Security Roles, day-to-day maintenance of Windows Server, IBM Server monitoring of recourses, Back up Strategy, Disaster recovery etc.</p> <p>2. To take regular backups (grandfather-father-son scheme) to schedule the backup programs, to create and administer etc.</p> <p>3. To update anti-virus software, install application software, Database administration etc.</p>

**Application for posts in the Technical Wing of the Parliament Security Service
of the Rajya Sabha Secretariat**

1. Post applied for (in block letters):
2. Name (in block letters):
3. Designation
4. Date of Birth
5. Educational Qualifications
6. Technical/Special qualifications, if any
7. Details of employment in chronological order:

(Please enclose a separate sheet, duly authenticated)

Sl. No.	Name of the Ministry/Department/Office	Post held	From	To	Scale of Pay	Nature of Duties
(1)	(2)	(3)	(4)	(5)	(6)	(7)

8. Please state that in view of the entries made by you above, you meet the requirement of the post: **YES/NO**
9. Whether SC/ST

Dated:

Signature of the applicant

Address: _____

Tel: _____

CERTIFICATE

1. Certified that particulars furnished by Shri/Smt./Kum. _____ have been verified from his/her record and found correct.
2. No vigilance case is either pending or contemplated against Shri/Smt./Kum. _____. His/her integrity is certified.
3. No major or minor penalty was imposed on Shri/Smt./Kum. _____ during the last 10 years as per records in the Ministry/Department.

**SIGNATURE OF HEAD OF OFFICE/DEPARTMENT
WITH STAMP**

PLACE:

DATE:

