

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-NTRO/2017

Dated:

CIRCULAR

Sub: - Filling up the posts of Technical Officer Grade-A in National Technical Research Organisation, New Delhi on deputation basis.

National Technical Research Organisation, New Delhi vide their letter No.V(A)/14/4/Pers-(R-I)/NTRO/2017-3539 dated 26.12.2017 has invited nominations for filling up of the post of **Technical Officer Grade-A** 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 NTRO and MHA Policy Guidelines dated 22.11.2016 for deputation to NTRO.
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 15.01.2018.
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)

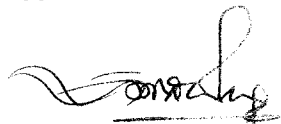
Assistant Director (Pers-IV)

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 **Technical Officer Grade-A in NTRO**, 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)

8/1/18

IMMEDIATE

No. V(A)/14/4/Pers(R-1)/NTRO/2017-3519

Government of India

National Technical Research Organisation

Block-III, Old JNU Campus, New Delhi-110067

Dated: 26 December, 2017

Subject: Filling up of vacancies in the grade of Technical Officer Grade 'A' in NTRO on Deputation basis.

A recruitment notice is enclosed herewith inviting applications to fill up 15 (fifteen) vacancies in the grade of Technical Officer Grade 'A' in Level-7 of the Pay Matrix in National Technical Research Organisation on Deputation basis.

2. It is requested that this Recruitment Notice be widely circulated amongst the eligible candidates. The applications duly filled in by willing and eligible officers in the prescribed proforma (Annexure-I) with Certification by the Employer/Cadre Controlling Authority (Annexure-II) be forwarded through proper channel along with attested photocopies of APARs for the last 05 years so as to reach on the following address :-

**Assistant Director (Pers/R-1)
National Technical Research Organisation
Block-III, Old JNU Campus (Room No.204)
New Delhi - 110067**

3. It is stated that incomplete applications and/or those received late and/or not accompanied by supporting certificates/documents, in support of qualification and experience claimed by the candidates will not be processed for determining the eligibility of the candidates for the selection. No correspondence in this regard would be entertained.

4. The last date for receipt of application is **30 days** from the date of publication of this recruitment notice in the Employment News.

Encl.: As above.


Assistant Director (Pers/R1)

Distribution: As per the list enclosed

List of Addressees

1.	The Joint Secretary (Admin), Department of Telecommunications, Sanchar Bhawan, 20, Ashoka Road, New Delhi - 110001	13.	Director SI-1 (Coord), SI Directorate, Room No. 940, 'A' Wing Sena Bhawan, New Delhi - 110 011.
2.	The Joint Director (Estt) Intelligence Bureau (MHA) 35, Sardar Patel Marg, New Delhi	14.	JDPA (Dep), Room No. 190 C, Air Headquarters, Vayu Bhawan, New Delhi - 110011
3.	Joint Secretary (Admin), Deptt of Space, ISRO Hqrs, Antriksh Bhawan, New BEL Road, Bangalore - 560094	15.	The Chief Record Officer, Army Air Defence Records, PIN - 908 803, C/o 99 APO
4.	Inspector General (Pers), Force Headquarters, SSB East Block -V, R K Puram, New Delhi -	16.	The Chief Record Officer, EME Records, PIN - 900 453, C/o 56 APO
5.	Inspector General (Pers), Directorate General, CRPF Block No. 1, CGO Complex New Delhi- 110003	17.	Chief Record Officer, Army Aviation Records Wing, C/o Artillery Records, PIN - 908 802, C/o 56 APO
6.	Inspector General (Pers), Directorate General, CISF Block No. 13, CGO Complex New Delhi- 110003	18.	Director (MP-I) Room No. 274-A, South Block, New Delhi - 110011
7.	Inspector General (Pers), Directorate General, BSF Block No. 10, CGO Complex New Delhi- 110003	19.	Chief Record Officer, Madras Engineering Group Records, PIN 900493, C/o 56 APO
8.	Inspector General (HQ), Directorate General, ITBP Block No. 2, CGO Complex New Delhi- 110003	20.	Chief Record Officer, Bengal Engineering Group Records (R), PIN 900477, C/o 56 APO
9.	Director (SR), Cabinet Secretariat Room No.1001, 10 th Floor, B-2 Wing, Paryavaran Bhawan, CGO Complex, Lodhi Road New Delhi-110 003	21.	Chief Record Officer, Bombay Engineering Group Records (K), PIN 900462, C/o 56 APO
10.	Director (Admin), Ministry of Science & Technology, Department of Science & Technology, New Mehrauli Road, New Delhi	22.	Chief Record Officer, Records Signals, PIN 901124, C/o 56 APO
11.	Directorate of Personnel, DRDO Bhawan, Rajaji Marg, New Delhi	23.	Under Secretary (Admin), Department of Atomic Energy, Room No. 145-A, South Block, New Delhi - 110011
12.	Commodore, Bureau of Sailors, Sion Trombay Road, Mankhurd, Mumbai - 400 088	24.	Director (HR), Surveyor General of India, Post Box : 37, Hathibarkala Estate, Dehradun, PIN - 248001



RECRUITMENT NOTICE

NATIONAL TECHNICAL RESEARCH ORGANISATION

Applications are invited from eligible candidates from Central Government Ministries/Departments to fill up the following vacancies in NTRO on **deputation basis** :-

SI No.	Name of the Post	No. of Vacancies*	Level in the Pay Matrix #
(i).	Technical Officer Grade 'A'	19 (nineteen)	Level -7 [pre-revised PB-2 Rs.9300-34800 + GP Rs.4600/-]

* Subject to increase/decrease.

In addition, Special Allowance @ 20% of Basic Pay will be admissible. No Deputation Duty Allowance will be paid.

2. The essential eligibility criteria for the aforementioned post are as under:-

SI No	Name of the Post	Eligibility Criteria
(i).	Technical Officer Grade 'A'	Officers of the Central Government :- (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years of regular service in the Level 6 of pay matrix and (b) Possessing the following essential educational qualifications and experience :- (i) Bachelor's Degree in Science with Mathematics or Physics as one of the subjects from a recognised university; or Bachelor's Degree in Computer Application from a recognised university or Institute; or Three years Diploma in Engineering or Technology from a recognised institute or Diploma/Technical Proficiency Certificate awarded by the Armed Forces, and (ii) Must be possessing minimum two years of experience in operation and maintenance of electronics & communication network/ equipment or marine or radar or remote sensing or imagery analysis or language interpretation etc. (c) having working knowledge of computer.

Note-1: Candidates shall be required to qualify tests as may be prescribed to assess their knowledge of Computer Application.

Note-2: The Departmental Officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationist shall not be eligible for consideration for appointment on promotion

Contd...2/-



ANNEXURE-I

BIO-DATA / CURRICULUM VITAE PROFORMA	(Please affix a recent passport size colour photograph)
Reference No: V(A)/14/4/Pers(R-1)/NTRO/2017	Post applied for: Technical Officer Grade 'A'

1.	Name and Address (in Block Letters) Contact No : Email :	
2.	Date of Birth (in Christian era)	
3.	i) Date of entry into Government service	
	ii) Date of retirement under Central/State Government Rules	
4.	Educational Qualifications	
5.	Whether Education and other qualification 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)	
	Qualifications/Experience <u>required</u> as mentioned in the advertisement/vacancy circular	Qualifications/experience possessed by the officer (to be mentioned by the applicant clearly)
	Essential	Essential
	(a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years of regular service in the Level 6 of pay matrix and (b) Possessing the following essential educational qualifications and experience :- (i) Bachelor's Degree in Science with Mathematics or Physics as one of the subjects from a recognised university; or Bachelor's Degree in Computer Application from a recognised university or Institute; or Three years Diploma in Engineering or Technology from a recognised institute or Diploma/Technical Proficiency Certificate awarded by the Armed Forces, and	



	(ii) Must be possessing minimum two years of experience in operation and maintenance of electronics & communication network/ equipment or marine or radar or remote sensing or imagery analysis or language interpretation etc. (c) Having working knowledge of computer.					
Note: In the case of Degree and Post Graduate Qualifications Elective/main subjects 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.					
Note: Borrowing Department are to provide their specific comments/ views confirming the relevant Essential Qualifications/Work experience possesses 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 authenticated by your signature, if the space below is insufficient.					
	Office/institution	Post/Rank held on <u>regular basis</u>	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/Pay Scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present 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. Adhoc 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 belongs	d) Name of the post and pay of the post held in substantive capacity in the parent organization.		



	<p>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.</p> <p>Note: Information under Column 9I & (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/organization.</p>		
10.	If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details		
11.	<p>Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column)</p> <p>a) Central Government b) State Government c) Autonomous Organisation d) Government Undertaking e) Universities f) Others</p>		
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 which the revision took place and also indicate the pre-revised scale.		
14.	Total emoluments per month now drawn		
	Pay Band (6 th CPC) or Level in the Pay Matrix (7 th CPC)		
	Basic Pay in the PB (as per 6 th CPC) or Level in the Pay Matrix (as per 7 th CPC)	Grade Pay/ Pay in the Pay Matrix	Total Emoluments
15.	In case the applicant belongs to an organization which is not following the Central Government Pay-scale, the latest salary issued by the organization showing the following details may be enclosed.		
	Basis 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 qualification (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement (Note: Enclose a separate sheet <u>duly signed</u>, if the space is insufficient)	
	(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 <u>duly signed</u>, if the space is insufficient)	
17.	Whether belongs to SC/ST/OBC	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Bio data/Curriculum Vitae duly supported by the documents in respect of Essential Qualification/ Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

(Signature of the candidate)

Date _____

Address _____




The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy circular. If selected, he/she will be relieved immediately.

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 APAR dossier in original is enclosed/photocopies of the APARs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed..
- iv) No major/ minor penalty has been imposed on him/her during 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)

