

By FAX or WAN

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

No. 1/SSB/Pers-V/Dep-NIA/2015/Vol(II)-7671-77

Dated 3-8-17
ag

CIRCULAR

Sub: - Filling up of the post of Data Entry Operator in National Investigation Agency(NIA) on deputation/absorption basis.

National Investigation Agency has invited nominations for filling up the post of Data Entry Operator with the pay scale in Level-5 in Pay Matrix (pre-revised PB-1 with Grade Pay of Rs.2800/-) on deputation/absorption basis. Copy of eligibility criteria has been uploaded in SSB website as well as SSB portal in the WAN.

2. Competent Authority has approved that applications of eligible and willing officials who fulfil eligibility criteria along with curriculum Vitae in prescribed format, DE/Vigilance clearance certificate, Integrity certificate, major/minor penalties statement for the last of 10 years and attested copies of APARs for the last 05 years may be sent to this office by **20/08/2017**.

3. Interested officials may download the circular and application Form from SSB website/SSB portal.

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

To

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

Copy to: -

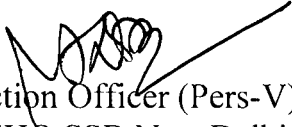
1. PS to DIG (Trg), FHQ., New Delhi with the request to forward nominations of above mentioned rank in respect of the Training Centres located in H. P. & Alwar please.
2. The Assistant Director (CC) FHQ. SSB alongwith eligibility criteria with the request to upload the same in SSB website and SSB portal in the WAN.
3. The Assistant Directors(Estt), FHQ for information please.
4. The Incharge, EDP Cell – with the request to send the following message to all personnel who are drawing GP Rs.2800/- “ For deputation to National Investigation Agency (NIA), please visit SSB website– Human Resource – Employees Deputation. Facilities for applying deputation is also available in ‘MySSB’ Mobile App. Interested officers may apply through it”.
5. Shri Gautam Basak, Insp(Min), FHQ alongwith a copy of eligibility criteria to upload the same in mobile App “MySSB” & e-DAS.
6. Notice Board


Assistant Director (Pers-V)



Eligibility Criteria for the post of Data Entry Operators

1. The Officials should be completed 10 years of regular service;
2. Holding analogous post in parent department ;
3. Possessing 'O' or 'A' level certificate in Information Technology from any Institute recognized by the Government.
4. The officials in the Executive/GD Cadre in Level-5 of the pay matrix (GP Rs. 2800) having 'O' or 'A' level certificate for IT are eligible for deputation to NIA as Data Entry Operators.


Section Officer (Pers-V)
FHQ SSB New Delhi

