

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

No.1/SSB/PERS-V/Dep-In/14(88)/4166-4265

Dated - 31/03/15

VACANCY CIRCULAR

Applications are invited in the prescribed Performa from eligible Officers/Officials for filling up the following posts in SSB on deputation basis, as per details given below:-

Sl. No	Post with Scale of Pay	No. of post and vacancy under unit	Eligibility criteria
1.	Accounts Officer (General Central Service, Group 'B' Gazetted) in the Pay Band-II of Rs. 9300-34800 + Grade Pay of Rs. 5400.	05 (Five) FHQ Delhi:- 01 SHQ Lakhimpurkheri:- 01, SHQ Purnea:- 01, SHQ Muzaffarpur:- 01 and SHQ Tejpur:- 01.	Officers of the Central/State Government:- a) (i) Holding analogous post on regular basis; or (ii) with five years regular service in the pay scale of Rs. 5500-175-9000 (pre-revised) or equivalent; and b) Should possess any one of the following qualification:- (i) Subordinate Accounts Service or equivalent examination conducted by any of the organised Accounts Departments of the Central Government. (ii) Successful completion of training in Cash & Accounts work in the Institute of Secretarial Training and Management or equivalent and experience in Cash Accounts and Budget work.
2.	Inspector (Min) in the Pay Band-II of Rs. 9300-34800 + Grade Pay Rs. 4600.	27 (Twenty Seven) FTR Ranikhet:- 04, FTR Lucknow:- 05, FTR Patna:- 07, FTR Siliguri:- 06 and FTR Guwahati:- 05	Officers of Central Government or State Government or Union Territory Police Organisations:- (a)(i) Holding analogous post on regular basis in the parent cadre/department; or (ii) With five years regular service in the PB-II/GP-4200 in the parent cadre or department; and (b) having qualified Office Procedure Course and Cash & Account Course.

3.	Insp (JHT) in the Pay Band-II of Rs 9300-34800/- + Grade Pay Rs. 4600.	02 (Two) FTR Siliguri:-01 and FTR Ranikhet:- 01	Officers of Central Government or State Government or Union Territory Police Organisations:- (a)(i) Holding analogous post on regular basis in the parent cadre or department; or (ii) With five years regular service in the PB-II/GP-4200 in the parent cadre or department; and (b) Master's degree from a recognised University in Hindi or English with Hindi and English as compulsory or elective subjects or as the medium of examination at the degree level; OR Master's degree from a recognised University in any subject other than Hindi and English with Hindi and English as compulsory or elective subjects or either of the two as the medium of examination and the other as a compulsory or elective subject at the degree level; OR Master's degree from a recognised University in any subject other than Hindi and English with Hindi or English as the medium of examination and English or Hindi as a compulsory or elective subject or as medium of examination at the degree level; OR Bachelor's degree from a recognised University with Hindi and English as a compulsory or elective subjects or either of the two as the medium of examination and the two as the medium of examination and the other as compulsory or elective subject plus a recognised Diploma or Certificate course in Translation from Hindi to English and vice versa or two years experience of translation work from Hindi to English and vice versa in Central or State Government department including Government of India undertakings and working knowledge of computer application or equivalent.
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4.	SI(Min) in the Pay Band-II of Rs 9300-34800/- + Grade Pay Rs. 4200.	160 (One Hundred Sixty) FTR Ranikhet:- 16, FTR Lucknow:- 33, FTR Patna:- 41, FTR Siliguri:- 30, FTR Guwahati:-27, Academy Srinagar:-02, RTC Gorakhpur:- 04, RTC Bhopal:- 02, RTC Alwar:- 02, SHQ (Spl. Ops) Srinagar:- 02 and Composite Hospital Purnea:- 01	Officers of Central Government or State Government or Union Territory Police Organisations:- (a)(i) Holding analogous post on regular basis in the parent cadre/department; or (ii) With six years regular service in the PB-I/GP-2800 in the parent cadre or department; and (b) having three years experience in establishment.
5.	SI(Steno) in the Pay Band-II of Rs 9300-34800/- + Grade Pay Rs. 4200.	04 (Four) (ST) FTR Lucknow:- 01, FTR Patna:- 02, and FTR Guwahati:- 01	Stenographers of the Central Police Forces and State or Union Territory Police: (i) Holding analogous post on regular basis in the parent cadre or department; or (ii) with six years regular service in PB-I/GP-2800 in the parent cadre or department.

Note-1: The departmental officers in the feeder category who are in 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.

Note-2: Period of deputation (including short-term contract) including period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/department of the Central Government shall ordinarily not to exceed three years.

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

Note-4: For purpose 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 received pay structure bases 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 recommendation 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 upgradation.

Officers/Officials who are volunteer for the above posts 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/Officials, who are eligible and willing and who can be spared immediately on selection, may please be forwarded in Annexure-I, 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 60 days from the publication of this advertisement in the 'Employment News'.

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

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. Medical Shape-I (Except for the post of Accounts Officer)
7. A certificate to the effect that the particulars furnished by the candidate have been verified and found correct as per service record.

Encl: As above.


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

To

1. All Ministries/Departments under the Government of India.
2. The Director Intelligence Bureau, North Block, New Delhi.
3. The Director General, BSF, CGO Complex, Lodhi Road, New Delhi.
4. The Director General, CRPF, CGO Complex, Lodhi Road, New Delhi.
5. The Director General, ITBP, CGO Complex, Lodhi Road, New Delhi.
6. The Director General, CISF, CGO Complex, Lodhi Road, New Delhi.
7. The Director General, Assam Rifles, Shillong.
8. The Director General, Railway Protection Force, Rail Bhawan, New Delhi.
9. The DGPs/IGPs of All State/Union Territories Administration.
10. The Secretary, Cabinet Secretariat, Bikaner House Annexe, Shahjahan Road, New Delhi.
11. Section Officer, IT Cell, MHA, North Block, New Delhi- for display on the enclosed papers in MHA's Website.

Internal:-

1. The Commandant (Communication), FHQ SSB with request to upload the same in SSB Website.
2. The Assistant Director (Recruitment), FHQ SSB with request to publish the same in the Employment News.
3. The Assistant Director (Pers-I) / (Pers-III) for information please.

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/Institute	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