To:

1. All Ministries/Departments of Government of India.
2. The Chief Secretaries to Governments of all States/UTs for wide publicity and also hosting on the website of the State Govt/UTs.
3. The Directors General/Inspectors General of all States/UTs for wide publicity and also for hosting on the website of the concerned departments.
4. High Courts of all States/UTs.
5. The Director, National Judicial Academy, Bhadbhada Road, Suraj Nagar, Bhopal, M.P. – 462 044.
6. The Directors, All State Judicial Academies.
7. All public sector undertaking/All recognized research institutions/All Universities & Law colleges/All Semi-Government/Statutory/Autonomous organisations.

Sub: Nominations for filling up three posts of Assistant Director (Law) in the SVP National Police Academy, Hyderabad by deputation including short term contract regarding.

Sir,

Nominations are invited for three posts of "Assistant Director (Law)", General Central Service Group-A, Gazetted, Non-Ministerial, in this Academy by deputation including short term contract.

2. The eligibility criteria (educational qualifications, experience, etc) and details of the post are furnished in the enclosed Annexure – I. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

3. It is requested that the above posts may kindly be circulated among all Departments/Institutions/Offices under your charge and also hosted on their websites. The nominations of eligible officers along with,
   (a) their bio-data in the prescribed proforma (Annexure – II) duly attested,
   (b) Attested copies of Annual Confidential Reports for the last five years (from 2014-15 to 2018-19),
   (c) details of major and minor penalty for the last 10 years and
   (d) Certificate(s) of Integrity, Vigilance and Cadre Clearance, may please be forwarded to this Academy through proper channel at the earliest and in any case not later than two months from the date of publication of this notice in the Employment News. The details including Prescribed Proforma and eligibility conditions etc are also available on SVP NPA website: www.svponpa.gov.in.

4. Application received after the last date or application incomplete in any respect or those not accompanied by the documents/information mentioned in para-3 above will NOT be considered. The Cadre Controlling Authorities may ascertain that the particulars of the nominated officers are correct as per the service records and meeting the eligibility criteria. While forwarding the nominations, the present post, pay scale of the post held by the officer and basic pay of the nominated officers may please be indicated without fail.

5. This is issued with the approval of the Director.

Encl: Annexure- I & II.
Copy for favour of information to:

1. The Secretary to the Government of India, Ministry of Home Affairs, North Block, New Delhi – 110 001.
2. The Secretary, Union Public Service Commission (UPSC), Dholpur House, Shahjahan Road, New Delhi – 110 069.

Internal:
The AD(IT), SVP NPA for uploading the above advertisement in Academy’s website
### Details of the post of Assistant Director (Law) in the SVP National Police Academy, Hyderabad – 500 052

<table>
<thead>
<tr>
<th>S No.</th>
<th>Name of the Post</th>
<th>Classification of the Post</th>
<th>Scale of Pay</th>
<th>DA, HRA &amp; Other allowances</th>
<th>Training Allowance</th>
<th>Method of Recruitment</th>
<th>Eligibility Criteria:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Name of the Post</td>
<td>Assistant Director (Law)</td>
<td>General Central Service Group 'A' Gazetted (Non-Ministerial)</td>
<td>Level-11 in the Pay Matrix (Rs.67700-208700)</td>
<td>Admissible as per the Government Orders from time to time.</td>
<td>Admissible as per the Government Orders from time to time.</td>
<td>By Deputation including short term contract.</td>
</tr>
<tr>
<td>2</td>
<td>Classification of the Post</td>
<td>Assistant Director (Law)</td>
<td>General Central Service Group 'A' Gazetted (Non-Ministerial)</td>
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<td>By Deputation including short term contract.</td>
</tr>
<tr>
<td>3</td>
<td>Scale of Pay</td>
<td>General Central Service Group 'A' Gazetted (Non-Ministerial)</td>
<td>Level-11 in the Pay Matrix (Rs.67700-208700)</td>
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<td></td>
</tr>
<tr>
<td>4</td>
<td>DA, HRA &amp; Other allowances</td>
<td>General Central Service Group 'A' Gazetted (Non-Ministerial)</td>
<td>Level-11 in the Pay Matrix (Rs.67700-208700)</td>
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<td>By Deputation including short term contract.</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Training Allowance</td>
<td>General Central Service Group 'A' Gazetted (Non-Ministerial)</td>
<td>Level-11 in the Pay Matrix (Rs.67700-208700)</td>
<td>Admissible as per the Government Orders from time to time.</td>
<td>Admissible as per the Government Orders from time to time.</td>
<td>By Deputation including short term contract.</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Method of Recruitment</td>
<td>General Central Service Group 'A' Gazetted (Non-Ministerial)</td>
<td>Level-11 in the Pay Matrix (Rs.67700-208700)</td>
<td>Admissible as per the Government Orders from time to time.</td>
<td>Admissible as per the Government Orders from time to time.</td>
<td>By Deputation including short term contract.</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Eligibility Criteria:</td>
<td>General Central Service Group 'A' Gazetted (Non-Ministerial)</td>
<td>Level-11 in the Pay Matrix (Rs.67700-208700)</td>
<td>Admissible as per the Government Orders from time to time.</td>
<td>Admissible as per the Government Orders from time to time.</td>
<td>By Deputation including short term contract.</td>
<td></td>
</tr>
</tbody>
</table>

**Eligibility Criteria:**

**Essential:**
- Officers of Central Government or State Government or Union Territory Administration or Public Sector Undertakings or recognised research institutions or Universities or Autonomous or Statutory Organizations:
  - (a)(i) holding analogous post on regular basis in the parent cadre or department; or
  - (ii) with five years' service in level-10 in the pay matrix (Rs.56100-177500) or equivalent, rendered after appointment thereto on a regular basis in the parent cadre or department; and
- (b) possessing a Master's Degree in Law from a recognised University and having three years experience in teaching Law subjects.

**Desirable:**
1. Master of Philosophy or Doctorate Degree in Law from a recognised University.

**Note 1:** Period of deputation of officers belonging to Indian Police Service shall be governed by the tenure rules of Indian Police Service Officers. For non-Indian Police Service officers, the 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 or department in the Central Government shall ordinarily not exceed four years.

**Note 2:** The maximum age-limit for appointment by deputation (including short term contract) shall be not exceeding fifty-six years as on the closing date of receipt of application.
| 8 | Nature of duties | To impart training in law subjects to the trainees attending various courses in the Academy. Such other duties entrusted to him/her from time to time in connection with training programmes etc. |

(Sajuetha Begum)
Assistant Director(Estt)
**BIO-DATA / CURRICULUM VITAE PROFORMA** [For the post of Assistant Director (Law)]

1. Name and Address (in Block Letters)
2. Date of Birth (in Christian era)
3. i) Date of entry into service
   ii) Date of retirement under Central/State Government Rules.
4. Educational Qualifications
   5. Whether Educational and other qualifications 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)

<table>
<thead>
<tr>
<th>Qualifications / Experience required as mentioned in the advertisement / vacancy circular</th>
<th>Qualifications / experience possessed by the officer.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Essential</td>
<td>Essential</td>
</tr>
<tr>
<td>A) Qualification</td>
<td>A) Qualification</td>
</tr>
<tr>
<td>b) Experience</td>
<td>B) Experience</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Desirable</th>
<th>Desired</th>
</tr>
</thead>
<tbody>
<tr>
<td>A) Qualification</td>
<td>A) Qualification</td>
</tr>
<tr>
<td>b) Experience</td>
<td>B) Experience</td>
</tr>
</tbody>
</table>

5.1 Note: The column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.

5.2 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.

6.1 Note: Borrowing Departments are to provide their specific comments / views confirming the relevant Essential Qualification / Work experience possessed by the Candidate (as indicate in the BIO-data) with reference to the post applied for.

7. Details of Employment in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

<table>
<thead>
<tr>
<th>Office Institution / Post held on regular basis</th>
<th>From</th>
<th>To</th>
<th>*Pay Band and Grade Pay / Pay Scale of the post held on regular basis</th>
<th>Nature of duties (in details) highlighting experience required for the post applied for.</th>
</tr>
</thead>
</table>

Contd..P/2..
*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:

<table>
<thead>
<tr>
<th>Office Institution / Pay, Pay Band, and Grade Pay drawn under ACP / MACP Scheme</th>
<th>From</th>
<th>To</th>
</tr>
</thead>
</table>

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.

9.1 Note: In case of Officers already on deputation, the application of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.

9.2 Note: Information under Column 9(c) & (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.

10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.

11. Additional details about present employment:
   Please state whether working under (indicate the name of your employer against the relevant column)
   a) Central Government  
b) State Government  
c) Autonomous Organization  
d) Government Undertaking  
e) Universities  
f) Others.

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

<table>
<thead>
<tr>
<th>Basic Pay in the PB</th>
<th>Grade Pay</th>
<th>Total emoluments</th>
</tr>
</thead>
</table>

15. In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation showing the following details may be enclosed.
<table>
<thead>
<tr>
<th>Basic Pay in the PB</th>
<th>Dearness Pay/ interim relief, other allowances etc (with break -up details)</th>
<th>Total Emoluments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

16.A Additional information, if any, relevant to the post you applied for in support of your suitability for the post. This among other thing may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement. (Note: Enclose a separate sheet, if the space is insufficient)

16.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 your own name or achieved for the organisation
(v) Any research/ innovative measure involving official recognition
(vi) Any other information.
(Note: Enclose a separate sheet if the space is insufficient)

17. Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis. Officers under Central /State Governments are only eligible for “Absorption”. Candidates of non-Government Organizations are eligible only for short term Contract.

#( The option of ‘STC’/ ‘Absorption’/ Re-employment’ are available only if the vacancy circular specially mentioned recruitment by “STC” or “Absorption” or “Re-employment”).

18. Whether belongs to SC / ST

I have carefully gone through the vacancy circular/ advertisement and I am well aware that the information furnished in the 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:

Contact Address

Mobile No.
e-mail ID:

Contd...P/4...
Certification by the Employer/ Cadre Controlling Authority.

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 Dossier in original is enclosed/ photocopies of the ACRs for the last 05 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)

Note: Attested copies of Annual Confidential Reports for the preceding five years (from 2014-15 to 2018-19) along with Integrity, Vigilance Certificate and details of Major/Minor penalty for the last 10 years should be enclosed.
कार्यालय लेखन/ OFFICE MEMORANDUM

विषय/Subject: सतीश धवन अंतरिक्ष केंद्र शास, श्रीधररामकृष्ण, अंतरिक्ष विभाग (वं.वि.), में वेतन मैट्रिक्स के स्तर 14 (7वाँ क्ल.वि.आ.) और र. 10,000/- के बैंक शामिल में र. 37,400-67,000/- के वेतन बैंड (छठा क्ल.वि.आ.) में नियंत्रक के पद की प्रतिविधि के आधार पर पर्याप्त संयुक्त में/ Filling up the post of Controller in Satish Dhawan Space Centre, SHAR, (SDSC SHAR), Sriharikota, Department of Space (DOS) in the Level 14 of Pay Matrix (7th CPC) and in the Pay Band of Rs.37,400-67,000/- plus Grade Pay Rs.10,000/- (6th CPC) on deputation basis-regarding.

***

इस विषय के सतीश धवन अंतरिक्ष केंद्र शास, श्रीधररामकृष्ण, अंतरिक्ष विभाग (वं.वि.) में वेतन मैट्रिक्स के स्तर 14 (7वाँ क्ल.वि.आ.) और र. 10,000/- के बैंक शामिल में र. 37,400-67,000/- के वेतन बैंड (छठा क्ल.वि.आ.) में नियंत्रक के पद की प्रतिविधि के आधार पर पर्याप्त हैं। सतीश धवन अंतरिक्ष केंद्र शास के अनुसार, पात्रता हेतु मानदंड अनुसार इनमें शामिल हैं। चयनित अधिकारी का वेतन तथा अन्य सेवा शर्तें समय-समय पर यथा संबंधित क्र.पी.टी. के दिनांक 17 जुलाई 2010 के का.शा.सं. 6/8/2009-स्था. (वेतन II) के अनुसार विभिन्न होंगी।

It is proposed to fill up one post of Controller in Satish Dhawan Space Centre, SHAR, (SDSC SHAR), Sriharikota, of this Department in the Level 14 of Pay Matrix (7th CPC) and Pay Band of Rs.37,400-67,000/- plus Grade Pay Rs.10,000/- (6th CPC) (Joint Secretary level) on deputation basis. The eligibility criteria as per Recruitment Rules is given in Annexure-1. The pay and other conditions of service of the selected Officer will be regulated in accordance with DoPT OM No.6/8/2009-Estt.(Pay II) dated June 17, 2010, as amended from time to time.

2. नियंत्रक, सतीश धवन अंतरिक्ष केंद्र शास, श्रीधररामकृष्ण, नेल्लूर जिला, आंध्र प्रदेश के प्राशासनिक प्रधान होंगे, जोकि चेयर्स से 100 कि.मी. की दूरी पर है। सतीश धवन अंतरिक्ष केंद्र शास, श्रीधररामकृष्ण 2200 कर्मचारियों की मानवशक्ति ब्राह्मण भारतीय अंतरिक्ष अनुसंधान संस्थान (इसरो) का तीसरा सबसे बड़ा केंद्र है।

Controller will be the Administrative Head of Satish Dhawan Space Centre, SHAR, (SDSC SHAR), Sriharikota, Nellore District, Andhra Pradesh at a distance of 100 Kms from Chennai. Satish Dhawan Space Centre SHAR, Sriharikota is the third largest centre of Indian Space Research Organisation (ISRO) having a manpower strength of about 2200 employees.

* क्रमशः/Cont'd……02/-
3. Applications of only such Officers will be considered as are routed through proper channel and are accompanied with (i) bio-data in the proforma at Annexure-II; (ii) ACR/APAR dossier of the Officer containing upto date APARs or clear photocopies of ACR/APAR for at least last five years duly attested by a Group-A Gazetted Officer; (iii) cadre clearance; (iv) clearance from vigilance and disciplinary angle; (v) statement giving details of major or minor penalties, if any, imposed on the officer during the last ten years; (vi) a certificate that in the event of selection, the Officer would be relieved to join the duties of the post; and (vii) certificate of Head of Office/Forwarding Authority as in Annexure-III.

4. All Ministries / Departments / Cadre Authorities and the State Governments UTs are requested to forward the applications of willing and eligible Officers in the prescribed proforma to Shri M Ramadas, Deputy Secretary (Personnel) Government of India, Department of Space, Antariksh Bhavan, New BEL Road, Bangalore- 560094 so as to reach latest by 15/11/2019. Applications not accompanied with the required certificates / documents stated in para 3 above will not be entertained.

(Asstt. Secretary/ M. Ramadas)

राष्ट्रीय विकास मंत्री सचिव, भारत सरकार/ Deputy Secretary to Govt. of India

सेवा में /To:

1. भारत सरकार के सभी मंत्रियों/विभागों के सचिव/ Secretaries of all the Ministries/ Departments of Government of India

2. सभी राज्य सरकारों/केंद्र शासित प्रदेशों के मुख्य सचिव/ Chief Secretaries of all State Governments/UTs.

3. सभी संघर्ष प्रशिक्षित/All Cadre Authorities

4. निषेधाज्ञा, काल्पनिक एवं प्रशिक्षण विभाग - ही.ओ./पी.टी. की वेबसाइट के शीर्षक 'स्पा नया है' के अंतर्गत परिचालन को शीघ्र प्रचार कर देते हैं/ Director, Department of Personnel & Training for uploading the circular under the heading 'what is new' in DoPT's web-site immediately.

5. निषेधाज्ञा, ही.अ.एस.एम.: इसकी वेबसाइट (इंटरनेट) पर विज्ञापन का जालने हेतु अनुरोध के साथ/ Director, DISM: With a request to post the advertisement in ISRO website (internet).
### Eligibility criteria for the post of Controller in Satish Dhawan Space Centre SHAR,
Sriharikota

<table>
<thead>
<tr>
<th>No</th>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Name of the post</td>
<td>नियंत्रक, सतीश धवान अंतरिक्ष केन्द्र शार, श्रीहरिकोटा/Controller, Satish Dhawan Space Centre SHAR, Sriharikota.</td>
</tr>
<tr>
<td>02</td>
<td>Pay Scale</td>
<td>₹ 10,000/- के श्रेणी बेतन सहित ₹ 37400-67000 बेतन मैट्रिस्स में स्तर 14 (7वां के.बी.आ.)/Rs.37400-67000/-(PB-4) plus GP Rs.10,000 Level 14 in the Pay Matrix (7th CPC)</td>
</tr>
<tr>
<td>03</td>
<td>Eligibility</td>
<td>अधिक भारतीय सेवा या केंद्रीय सेवा के समूह-‘क’ में श्रेय अधिकारी जो नियित आधार पर सदृश पद धारण किए हुए हों या कनिष्ठ प्रशासनिक श्रेणी में 8 वर्षों की सेवा की हो (पैर-प्रकाश्यक कार्य श्रेणी, यदि कोई हो, में सेवाओं सहित) या समूह-‘क’ पद पर 17 वर्षों की नियित सेवा की हो, जिसमें से कनिष्ठ प्रशासनिक श्रेणी में कम-से-कम 4 वर्षों की नियित सेवा की हो/ Suitable Officers from All India Services or Central Services Group-A holding analogous posts on regular basis or 8 years service in the Junior Administrative Grade (including services, if any, in the Non Functional Selection Grade) or 17 years regular service in Group-A posts out of which atleast 4 years regular service should be in Junior Administrative Grade.</td>
</tr>
<tr>
<td>04</td>
<td>Educational Qualification</td>
<td>माध्यमा ग्रान्त भारतीय विद्यालय/विद्यालय से किसी भी विषय में स्नातक/ Graduate in any discipline from a recognized Indian University / Institution.</td>
</tr>
<tr>
<td>05</td>
<td>Experience</td>
<td>सरकारी/ स्वायत्त निकायों/ सार्वजनिक क्षेत्र के उपक्रमों में कार्य प्रबंधन, सामान्य प्रशासन, वित्त, प्रापण एवं माल-पूर्ची प्रबंधन के क्षेत्र में अनुभव अपेक्षित है/ Experience required is in the areas of Personnel Management, General Administration, Finance, Procurement &amp; Inventory Management in a Government / Autonomous Bodies/ Public Sector Undertakings.</td>
</tr>
<tr>
<td>06</td>
<td>प्रतिनियुक्ति की अवधि/Period of deputation</td>
<td></td>
</tr>
<tr>
<td>----</td>
<td>----------------------------------------</td>
<td></td>
</tr>
<tr>
<td></td>
<td>केंद्र सरकार के उसी या किसी अन्य संगठन/विभाग में इस नियुक्ति से पूर्व तक काल धारित अन्य संवर्ग-वार्षिक या पद पर प्रतिनियुक्ति सहित कुल प्रतिनियुक्ति की अवधि 5 वर्षों से अधिक की न हो/ The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation / Department of the Central Government shall not exceed 5 years.</td>
<td></td>
</tr>
<tr>
<td>07</td>
<td>आयु-सीमा/Age limit</td>
<td></td>
</tr>
<tr>
<td></td>
<td>प्रतिनियुक्ति के आधार पर नियुक्ति हेतु अधिकतम आयु सीमा आवेदन प्राप्त करने की अंतिम तिथि को 58 वर्ष से अधिक न हो/ The maximum age limit for appointment by deputation shall not exceed 58 years as on the closing date of receipt of applications.</td>
<td></td>
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<tr>
<td>No.</td>
<td>Details</td>
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<td>-----</td>
<td>---------------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>नाम/ Name</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>जन्म-तिथि/ Date of birth</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>राष्ट्रीयता / Nationality</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>पदविमान एवं क्षेत्रीय वेतन सहित वेतन बैंड/ रेयर Designation &amp; Pay Band with Grade Pay/ Level</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>किस संगठन/विभाग से जुड़े हैं/ Cadre / Service to which belong</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>शैक्षिक योग्यता / Educational qualification</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>क्या आप अनुसूचित जाति/ अनुसूचित जनजाति/ अन्य पिछड़ा वर्ग से हैं/ Whether belong to SC/ST/OBC</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>वर्तमान में धारित पद का व्यौरा/ Details of the present post held :</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(क/अ) किस विनियम से/ Date from which held</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(ख/ब) क्षेत्रीय वेतन सहित वेतन बैंड/ Pay Band with Grade Pay</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(ग/स) क्या नियमित/तर्कस्प/प्रतिनिधित्व पर है/ Whether regular/adhoc/deputation</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(घ/द) यदि वर्तमान पद पर प्रतिनिधित्व के आधार पर नियुक्त हैं तो कब से तथा किस विनियम को प्रतिनिधित्व अवधि पूरी होगी/ If the present post is held on deputation basis since when and the date on which the deputation period will be completed.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(ज/ए) यदि धारित पद पर प्रतिनिधित्व पर हैं, तो विनियम, क्षेत्रीय वेतन सहित वेतन बैंड के साथ संबंध में धारित नियमित पद का व्यौरा/ If the position held is on deputation, the regular post held in the Cadre with pay band with grade pay and from which date.</td>
<td></td>
</tr>
</tbody>
</table>
9. **पिछले 17 वर्षों के दौरान धारित पद/ Position held during the preceding 17 years:**

<table>
<thead>
<tr>
<th>क्र.सं./ Sl.No</th>
<th>नियोजित कार्यालय/ वर्गैतन का नाम एवं पदा / Name of Office / Organisation where employed with address</th>
<th>धारित पद तथा वहूँ किस सेवा/वर्ग का है / Post held and service / cadre to which it belongs</th>
<th>से/ From</th>
<th>तक/ To</th>
<th>वेतनमान/ क्षेत्रीय वेतन सहित Band with Grade Pay (Level in the Pay Matrix)</th>
<th>लिखित वस्तुतें में किया गया कार्य की परिस्थिति का संक्षिप्त प्रकाशन (क) प्रशासन (ख) सशस्त्र व्यवस्था (ग) वित्तीय मामले Nature of duties in brief in the following fields: - a) Administrative b) Vigilance c) Financial Matters</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>(2)</td>
<td>(3)</td>
<td>(4)</td>
<td>(5)</td>
<td>(6)</td>
<td>(7)</td>
</tr>
</tbody>
</table>

10. पद के आवेदन के समर्थन में अतिरिक्त जानकारी, यदि कोई हो/ Additional information, if any, in support of the application for the post.

अभ्यर्थी के हस्ताक्षर/ Signature of the Candidate:
- दूरभाष सं. /Tel No. ..............
- मोबाइल सं. /Mob. No. ..............
- ई-मेल आईडी/ Email ID:

क) कार्यालय का पता:
a) Office Address:

ख) आवासीय पता:
b) Residential Address:

a) दूरभाष सं. /Tel No.:
b) मोबाइल सं. /Mobile No.:
c) ई-मेल आईडी./ Email ID:

स्थान/Place:

दिनांक/Date:
नियोजक/ कार्यालय प्रमाण/अनुरोध अधिकारी द्वारा दिया जाने वाला प्रमाण-पत्र/  
CERTIFICATE TO BE FURNISHED BY THE EMPLOYER/HEAD OF OFFICE/FORWARDING AUTHORITY

***

1 प्रमाणित किया जाता है कि श्री/श्रीमती/कु. .................................................................द्वारा दिए गए  
व्यापारी सामग्री तथा उनके पास अनुबंध-II में उल्लिखित अनुसार वैश्विक कॉम्पॆक्ट तथा प्रभाव है। Certified  
that the particulars furnished by Shri/Smt./Kum .................................................................  
are correct and he/she possesses educational qualifications and experience  
mentioned in Annexure-II.

2 यह भी प्रमाणित किया जाता है कि उनके खिलाफ कोई सरकारी/अनुशासनक पापकाल न तो लगा है और  
न ही विचाराधीन है। It is also certified that there is no Vigilance/Disciplinary case either  
pending or being contemplated against him/her.

3 उनकी सत्यविषय को भी प्रमाणित किया जाता है/ His/her Integrity is certified.

4 श्री/श्रीमती/कु. ................................................................. पर पिछले 10 वर्षों की अस्थि के  
दौरान कोई भी बड़ा या छोटा जुर्माना नहीं लगाया गया है। No major or minor penalty has been  
imposed on Shri/Smt./Kum ................................................................. during the last 10 years period.

5 श्री/श्रीमती/कु. ................................................................. के संबंध में ए.सी.आर./ए.पी.ए.आर.  
की अवधित प्रतियों की सत्यापित फोटोकापी (प्रत्येक ए.सी.आर./ए.पी.ए.आर. की फोटोकापी की प्रति  
सत्यापित होनी चाहिए) इसके साथ संलग्न हैं। The up-to-date attested Photostat copies of  
ACR/APARs (Each Photostat copy of ACR/APAR should be attested) in respect of  
Shri/Smt./Kum ................................................................. is enclosed herewith.

हस्ताक्षर/ Signature:

कार्यालय मोहर एवं टेलीफोन संख्या सहित  
अनुरोध अधिकारी का नाम, पदनाम/  
Name, designation of the forwarding  
Officer with seal & Telephone No.

मोबाइल नं./Mobile No.  
ई-मेल आई.डी./Email ID:

स्थान/Place:

दिनांक/Date:
VACANCY CIRCULAR

Subject: Filling up the post of Deputy Chairman, Deendayal Port Trust- Calling for Applications- -reg.

The Ministry of Shipping invites applications from the from All India Service/Central Services Group ‘A’ officers for the post of Deputy Chairman in Deendayal Port Trust. The All India Service/Central Services Group ‘A’ officers will carry their parent cadre pay scale as Deputy Chairman. The Port Trust is an autonomous body governed under the Major Port Trusts Act, 1963. Appointment to the post is made by the Central Govt. under section 3(1) (b) of the Major Port Trusts Act, 1963.

2. The Deputy Chairman of the Port is one of the trustees of the Board. He is the Deputy Chief Executive of the Organization and assists the Chairman in all aspects of Port functioning. He is required to exercise administrative and financial powers and also to supervise the functioning of various departments with the ports. The job requirements, therefore, are the following:

   i. Wide administrative experience and General Managerial ability;
   ii. Experience and talent in man-management in highly unionized environment;
   iii. Experience and ability in Financial Management;
   iv. Ability to formulate and implement development plans and also to prepare broad perspective plan for development of a port;
   v. Ability to co-ordinate with various agencies such as State Governments, the Law and order authorities, different agencies of Central Government such as customs, Railway, Ministry of Labour, etc.;
   vi. Experience and ability in personnel management and understanding of establishment matters.

3. Name of willing and eligible All India Services/Central Group ‘A’ Services officer, as under, may be recommended:

   (a) The officers belonging to All India Services/Central Group ‘A’ Services who have put not less than 9 years of service in Group ‘A’ are eligible to be considered for the post. Preference may be given to those having experience of working in Port and Shipping sectors. The terms and conditions of appointment of the officers selected shall be as per the rules and instructions of Central Government.

   (b) The post is not a part of the Central Staffing Scheme. The appointment will be made on deputation basis for a period of 5 years or as may be decided by the Competent Authority.

   (c) The officers who satisfied the above criteria must have at least four years service before retirement.
(d) The Cadre Controlling Authority/the State Government is requested to give wide publicity to the vacancy and forward no case of suitable and willing officers for consideration for the post. The APARs (only attested photocopies) of the officer for the last five years i.e. from 2013-14 to 2017-18 along with the bio-data in the enclosed format (Annexure I), and clearance from administrative/vigilance angles and Integrity-Certificate may also be sent. If the APARs of a particular year/period between 2013-14 and 2017-18 are pending/ not available, “No Report Certificate” along with ACRs of preceding years may be furnished. The vigilance clearance of the officer may be sent in the prescribed proforma attached with the application form.

5. All the applicants, after registering themselves in the Online Recruitment Portal http://onlinevacancy.shipmin.nic.in, are required to apply for the post and thereafter a printout of the filled up application may also be sent to this Ministry in hard copy.

5. The applicants who have applied for the post against the earlier advertisement dated 10.01.2019, 07.03.2019 and 25.06.2019 need not re-apply and their candidature will be considered as per the eligibility criteria mentioned at Para 3 above.

7. The application of the eligible candidates along with all requisite documents as mentioned above may be forwarded so as to reach this Ministry on or before 01.11.2019. The applications which are received after due date/not sent through proper channel will not be considered. The applications may be sent to the undersigned at the following address and e-mail given below:

Under Secretary (PHRD), Ministry of Shipping,
Room No. 436, Transport Bhawan
1, Parliament Street, New Delhi-110001.
e-mail- rajiv.nayan@nic.in

Yours faithfully,

(RAJIV NAYAN)
UNDER SECRETARY TO THE GOVT. OF INDIA
Tele No: 011-23311659

To:
2. Secretary, Department of Personnel & Training.
3. Secretary, Ministry of Home Affairs
4. Secretary, Ministry of Environment and Forest
5. Secretaries of All Ministries and Departments under Govt. of India

Copy to:
1. Establishment Officer & Additional Secretary, Department of Personnel and training,
   Room No. 115, North Block, New Delhi-110001 for information.
2. Senior Technical Director, NIC, M/o Shipping for posting a copy of the Circular in
   website of the Ministry of Shipping.
3. Technical Director, NIC, DOPT, Room No. 11/A, North Block, New Delhi.
4. Nodal Officer, Ministry of Shipping
5. Guard File
**PERSONAL DATA**

Application for the Post of Deputy Chairman in Major Port Trusts

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Applying for the post of</td>
</tr>
<tr>
<td>2.</td>
<td>Name and Designation of the candidate</td>
</tr>
<tr>
<td>3.</td>
<td>Service &amp; Batch</td>
</tr>
<tr>
<td></td>
<td>Cadre (only for AIS)</td>
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<tr>
<td>4.</td>
<td>Domicile</td>
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<tr>
<td>5.</td>
<td>Contact Details</td>
</tr>
<tr>
<td></td>
<td>a) Office</td>
</tr>
<tr>
<td></td>
<td>1) E-mail Id:</td>
</tr>
<tr>
<td></td>
<td>2) Telephone</td>
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<tr>
<td></td>
<td>3) Mobile Number</td>
</tr>
<tr>
<td></td>
<td>4) Address</td>
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<tr>
<td>6.</td>
<td>Contact Details</td>
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<tr>
<td></td>
<td>b) Residence</td>
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<tr>
<td></td>
<td>1) E-mail Id:</td>
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<td></td>
<td>2) Telephone</td>
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<td></td>
<td>3) Mobile Number</td>
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<tr>
<td></td>
<td>4) Address</td>
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<tr>
<td>7.</td>
<td>Exam Year</td>
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<tr>
<td>8.</td>
<td>Allotment Year</td>
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<tr>
<td>9.</td>
<td>Date of Joining</td>
</tr>
<tr>
<td>10.</td>
<td>Gender</td>
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<tr>
<td>11.</td>
<td>Date of Birth</td>
</tr>
<tr>
<td>12.</td>
<td>Date of Superannuation</td>
</tr>
<tr>
<td>13.</td>
<td>Category</td>
</tr>
<tr>
<td>14.</td>
<td>Present Pay level/ scale details</td>
</tr>
<tr>
<td>15.</td>
<td>Whether the officer has requisite length of service as required under the advertisement</td>
</tr>
<tr>
<td>16.</td>
<td>Whether the officer fulfills the eligibility criteria for the post as per the advertisement</td>
</tr>
</tbody>
</table>
17. **EDUCATIONAL QUALIFICATIONS**

(Please mention only Graduation and above).

<table>
<thead>
<tr>
<th>Sl No.</th>
<th>Qualification</th>
<th>Subject(1)</th>
<th>Subject(2)</th>
<th>Year/Division</th>
<th>Institution</th>
<th>University</th>
<th>Place</th>
<th>Country</th>
</tr>
</thead>
</table>

18. **EXPERIENCE DETAILS**

(Please provide up to date experience details)

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Type of Posting (Cadre/Deputation)</th>
<th>(i) Level/Pay Scale</th>
<th>(ii) Designation</th>
<th>Ministry Department Office Place</th>
<th>Field of experience acquired during the posting (Major &amp; Minor)</th>
<th>Tenure From &amp; Tenure To</th>
</tr>
</thead>
</table>

19. **Total experience in Port and Shipping Sector, if any:**

20. **Two separate write-ups (not exceeding 300 words each) may be attached as follows:**

(i) Write-up on the professional experience and core-competence of the officer in handling the assignment applied for.

(ii) Write-up on how the applicant can fulfil and advance the mission and objectives of the organisation that he seeks to join

21. **Date of filling of IPR:**

Signature of the Candidate
Name & Designation:

Date:
Place:
PARTICULARS OF THE OFFICERS FOR WHOM VIGILANCE COMMENTS/CLEARANCE BEING SOUGHT

[To be furnished and signed by the CVO or HOD]

1. Name of the Officer (in full) : 

2. Father’s Name : 

3. Date of Birth : 

4. Date of Retirement : 

5. Date of Entry into Service : 

6. Service to which the officer belongs including batch/year cadre-etc. wherever applicable : 

7. Positions held (during the ten preceding years) : 

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Organization (Name in full)</th>
<th>Designation &amp; Place of posting</th>
<th>Administrative/nodal Ministry/Deptt. Concerned (in case of officers of PSUs etc.)</th>
<th>From</th>
<th>To</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
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<tr>
<td>2.</td>
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</tr>
</tbody>
</table>

8. Whether the officer has been placed on the “Agreed List” or “List of Officers of Doubtful Integrity” [if yes details to be given]

9. Whether any allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so with what result (*)

10. Whether any punishment was awarded to the officer during the last 10 years and if so the date of imposition and details of the penalty (*)
11. Is any disciplinary/criminal proceedings or charge sheet pending against the officer as on date [if so, details to be furnished; including reference no. if any of the Commission]

12. Is any action contemplated against the Officer as on date [if so, details to be Furnished] (*)

DATE: (NAME AND SIGNATURE)

(*) If vigilance clearance had been obtained from the Commission in the past, the information may be provided for the period thereafter.