NORTH DELHI MUNICIPAL CORPORATION
Central Establishment Department
13th Floor, Dr. S.P. Mukherjee Civic Centre,
New Delhi – 110 002.

Dated: 29.11.2019

CIRCULAR

1) Chief Secretary,
Govt. of NCT of Delhi.

2) All the Secretaries
Govt. of India

3) All the Chief Secretaries
States/Union Territories.

Sub: Regarding sponsoring the names for appointment to the post of Addl.
Commissioner, Deputy Commissioner, Addl. Dy. Commissioner/It. Assessor
& Collector, Asstt. Commissioner/Dy. Assessor & Collector and
Administrative Officer/AA&C on deputation basis in the North DMC.

Sir/Madam,

Kindly refer to this Office Circular No. F.11(3)/CED(II)/86/Pt.VI/RK/2019/4837
dated 06.02.2019 (copy enclosed). No. F.11(3)/CED(II)/86/Pt.VI/RK/2019/503 dated
14.10.2019 and No. F.11 (3)/CED(II)/86/Pt.VI/RK/2019/2034 dated 06.11.2019 on
the subject cited above, I am directed to say that date for receipt of applications from suitable
officers for the abovementioned post(s) has been extended up to 31.12.2019. All the willing
officers/officials must send their applications alongwith ACRs for the preceding 05 years,
Integrity Certificate, Vigilance Clearance & Cadre Clearance latest by 31.12.2019 in this
office to scrutinize their applications. An advance copy may also be emailed at directorp
ndmc@ndmc.gov.in & admooffice2ndmc@gmail.com.

This may kindly be given PRIORITY.

Encl:- As above

(Raminder Singh)
Asstt. Commissioner/Fstt.

Copy to:-
1. SC (CED) with the request to upload the same on the website of North DMC.
2. Addl. Director (IT) with the request to upload the same under the head ‘Vacancies
   on deputation’ on the website of North DMC.

(Raminder Singh)
Asstt. Commissioner/Fstt.
NORTH DELHI MUNICIPAL CORPORATION  
Central Establishment Department  
13th Floor, Dr. S.P. Mukherjee Civic Centre,  
New Delhi - 110 002.

No. F.11(3)/CED(II)/86/Pt.VI/RK/2019/4837  
Dated: 06.02.2019

CIRCULAR

1) Chief Secretary,  
Govt. of NCT of Delhi.

2) All the Secretaries  
Govt. of India

3) All the Chief Secretaries  
States/Union Territories.


Sir/Madam,

I am directed to say that few posts of Addl. Commissioner in PB-4, Rs. 37400-67000+ G.P. 10,000, Deputy Commissioner in PB-4, Rs. 37400-67000+G.P. 8700/-, Addl. Dy. Commissioner/Jt. Assessor & Collector in PB-3, Rs. 15600-39100+ G.P. 7600, Assistant Commissioner/Dy. Assessor & Collector in PB-3, Rs. 15600-39100+ G.P. 6600 and Administrative Officer/ Asstt. Assessor & Collector in PB-2, Rs. 9300-34800+ G.P. 5400 are vacant/likely to fall vacant in near future and required to be filled up on deputation basis in North Delhi Municipal Corporation. Therefore, fresh applications are invited for the above mentioned post meeting the following eligibility criteria.

I. As per provisions to the post of Addl. Commissioner, Officers of the Indian Administrative Service or other All India Service or Central Services (Group 'A') holding the analogous post in PB-4 Rs. 37400 – 67000 + GP 10,000/- or 3 years service in the Grade Pay of 8700/- or equivalent are eligible for the post.

2. As per provisions to the post of Deputy Commissioner, Officers holding the analogous post in PB-4 Rs. 37400 – 67000 + GP 8700/- or Officers of the IAS with 11 years' service as such or officers of Central Services Group ‘A’ with 5 years’ service in posts in the scale of Rs.12000-16500/- ('pre-revised') (revised PB-III- 15600 - 39100 + GP 7600) or equivalent are eligible for the post.

3. As per provisions to the post of Addl. Dy. Commissioner/Jt. Assessor & Collector, officers holding the analogous post in PB-III Rs. 37400 – 67000 + GP 7600/- or 3 years service in the Grade Pay of 6600/- are eligible for the post.

4. As per provision to the post of Asstt. Commissioner/Dy. Assessor & Collector:-

Suitable officers of the Central Services Class-I or State Civil Services holding analogous posts or with 5 years regular service in the Pay Band 3 of Rs. 9300-34800 + G.P. of Rs. 5400/-.
5. As per notified RRs to the post of Administrative Officer /Assistant Assessor & Collector.

Officers under the Central Govt./State Govts:

(a) (i) Holding analogous posts on regular basis in the parent cadre or department;
or

(ii) With 2 years' service in the grade rendered after appointment thereto on a regular basis in the Pay Band-2 Rs. 9300-34800 + G.P. Rs. 4800/- or equivalent in the parent cadre/department; or

(iii) With 3 years' service in the grade rendered after appointment thereto on a regular basis in the Pay Band-2 Rs. 9300-34800 + Grade Pay Rs. 4600/- or equivalent in the parent cadre/department; and

(b) Possessing qualifications and experience prescribed for direct recruits i.e. Degree from a recognized University and 3 year experience of Assessment and Valuation of properties or administrative experience in a responsible position.

Since, the North Delhi Municipal Corporation follows the Rules/Regulations/Instructions issued by the Govt. of India from time to time, the laid down terms and conditions of deputation of the Govt. of India shall be applicable mutatis mutandis to the officer on deputation basis.

6. It is, therefore, requested that the names of suitable and willing officers along with their Application (Specimen enclosed), Bio-data, ACRs for the preceding five (5) years, Integrity Certificate, Vigilance Clearance and Cadre Clearance etc. may kindly be forwarded, within a period of 30 days so as to reach in the office of:-

Assistant Commissioner (Estt.),
North Delhi Municipal Corporation,
13th Floor, Dr. Shyama Prasad Mukherjee Civic Centre,
New Delhi-110002

An advance copy of the application may be delivered at the given address and also by e-mail at directorp-ndmc@mcd.gov.in.

7. All the Officials/Officers who had earlier applied for the abovementioned post(s) in response to this office Circular No. F. 11(3)/CED(II)/86/Pt.VI/RR/2018/2059 dated 20.11.2018 need not to apply again.

8. This may kindly be given PRIORITY.

(Pankaj Kumar Sharma)
Asstt. Commissioner (Estt.)

Encl: - As above

Copy to:
1. S.O.1/ (CED) with the request to upload the same on the website of North DMC.
2. Addl. Director (IT) with the request to upload the same under the head 'Vacancies on deputation' on the website of North DMC.

(Pankaj Kumar Sharma)
Asstt. Commissioner (Estt.)
APPLICATION


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<tbody>
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<td>1</td>
<td>Name in Block Letters</td>
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<td>2</td>
<td>Father’s/husband’s Name</td>
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<td>3</td>
<td>Date of Birth (in Christian era)</td>
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<td>4</td>
<td>Date of Retirement under Central/State Govt. Rule</td>
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<td>5</td>
<td>Nationality</td>
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<td>Male/Female</td>
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<td>Marital Status</td>
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<td>8</td>
<td>Whether belongs to SC/ST/CBC</td>
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<td>9</td>
<td>(i) Present/Correspondence Address</td>
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<td>Phone No.</td>
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<td>(ii) Permanent Address</td>
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<td>Phone No.</td>
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<td>Post held on regular basis</td>
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<td>(a) Name of the post</td>
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<td>(b) Date from which held</td>
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<td>(c) Pay Scale (Pay Level)</td>
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11. Educational Qualification

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<th>Qualification</th>
<th>Subject</th>
<th>Year of passing/Division</th>
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12. Experience & Employment Details (attach extra sheet, if required)

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<th>Organisation/Dept.</th>
<th>Period</th>
<th>Pay Scale Emoluments</th>
<th>Nature of Duties</th>
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UNDEARTAKING

I solemnly affirm that the above information submitted by me is correct to the best of my knowledge & belief. I also undertake that in the event of my selection to the above post, I will not withdraw my candidature or decline the post when offered.

Signature of the candidate
Phone/Contact No.

Dated: ________

List of enclosures