No.15011/20/2013/Estt/Web Adm/A2

To,

1) All Ministries / Departments of Government of India.
2) The Chief Secretaries to Governments of all States / UTs for wide publicity and also for hosting on the website of the State Govt. / UTs.
3) The Directors General / Inspectors General of Police of all States / UTs for wide publicity and also for hosting on the website of the concerned departments.
4) The Director General / Director : BPR&D, BSF, CISF, CRPF, ITBP, SSB/ NDRF/NEPA/IB, NCB, NSG, RPF, SPG, NIA, CBI, DCPW, NCRB, Cab. Secretary, New Delhi / Assam Rifles, Shillong, Meghalaya and Principal Director, Director General of Security, New Delhi for wide publicity and also for hosting on the website of the concerned departments.
5) The Director General, National Information Centre, A-Block, CGO Complex, Lodhi Road, New Delhi-110003.
6) The Commissioner of Police, Chennai, Delhi, Kolkata & Mumbai for wide publicity and for hosting on the website of the concerned department.
7) All public sector undertakings / All recognized research institutions / All Universities / All Semi-Government / Statutory / Autonomous organisations.

Sub: Inviting Nominations for filling up of one post of 'Web Administrator' in the SVP National Police Academy, Hyderabad by deputation: Reg

SIR,

One vacancy in the rank of Web Administrator in Level-9 in the Pay Matrix (Rs. 53,100-167,800) will arise in this Academy on 07.03.2019. The post is to be filled by deputation.

2. The eligibility criteria (educational qualifications, experience, etc.) 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 post may kindly be circulated among all Departments / Institutions / Offices under your charge and also hosted on their website. 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 (i.e. from 2013-2014 to 2017-18), (c) details of Major and Minor Penalties 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 60 days from the date of publication of this notice in the Employment News/Rozgar Samachar.
4. Application received incomplete in any respect or those not accompanied by the documents/information mentioned in para 3 above will NOT be considered. The cadre authorities may ascertain that the particulars sent by the officers are correct as per the service records. While forwarding the nominations for the post of Chief Drill Instructor, it may kindly be ensured that the nominated officers should not be in the pay scale higher than the pay scale of the deputation post i.e. level-9 in the pay matrix.

Yours faithfully,

 Signature valid
 Digitally signed by K.MADHUCHAR SHETTY
 Date: 2018.08.25 11:54:41 IST
 Reason: Approved

( Dr. K.Madhukar Shetty )
Deputy Director (Estt.)

End : Annexure I & II.

Copy to Deputy Director (IT) for hosting on the website of the Academy.
Annexure-I

Details of the post of “Web Administrator”,
in the SVP National Police Academy, Hyderabad – 500 052

1. Name of the post : Web Administrator.
2. Classification of the post : General Central Service Group 'B'
   Gazetted, Non-Ministerial.
3. Scale of Pay : Level-9 in the pay matrix.
   (Rs. 53100-167800)
4. DA, HRA & other allowances : As admissible under the Central
   Govt. Rules amended from time to time.
5. Training Allowance : As admissible under the Central
   Govt. Rules amended from time to time.
7. Eligibility Criteria : Officers under the Central Government
   State Government,-
   (i) holding analogous post on a regular basis;
   or
   (ii) 04 years regular service in Level-8 (Rs. 47,600-151110/-) of the Pay Matrix in the job
   profile similar to Web Administrator; or
   (iii) 6 years regular service in Level-7 (Rs. 44,900-142,400/-) of the Pay Matrix in the
   job profile similar to Web Administrator; or
   (iv) 10 years regular service in Level-6 (Rs. 35,400-1,12,400/-) of the Pay Matrix in the
   job profile similar to Web Administrator.

   (A) Essential qualification-
   (i) Masters Degree in Computer Application
   or Computer Science or M.Tech(with specialization in Computer Application) or
   BE or B.Tech in Computer Engineering or
   Computer Science or Computer Technology
   from a recognized University; or
   (ii) Degree in Computer Applications or
   Computer Science or Degree in Electronics
   or Electronics and Communication
   Engineering from a recognized University; or
   (iii) Bachelors Degree in Engineering from a
recognized University; or
(iv) Degree in Science with statistics/mathematics from Govt. University or Govt. recognized University along with a Diploma in Computer Applications similar to ’A’ Level Diploma under DOEACC or PGDCA under University Programme or post Polytechnic Diploma in computer applications awarded by State Council of Technical Education, and

B. Experience:
03 years of experience in design, development and maintaining the websites, coding programmes for software packages in Dot Net and Java Technologies or with latest technologies. Writing script and maintaining SQL/Oracle/SQL database systems along with experience of Network and Server management.

Desirable:
(i) Valid certificate similar to certified Web Administrator Associate(CWAA).
(ii) Experience in vulnerability testing and application security auditing.

Note: 1 :: 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 ordinarily not to exceed three years.
Note: 2 :: The maximum age limit for appointment on deputation shall not be exceeding 56 years' as on the closing date of receipt of application.

8. Nature of duties:

(i) He/She will maintain and update NPA’s Website and Intranet Portals under overall supervision of System Administrator.
(ii) He/She will be responsible for maintenance of all web based software applications of the Academy to ensure best possible IT experience for all the trainees, faculty and staff of the Academy.
(iii) He/She will assist the System Administrator in maintaining and monitoring of web based activities in the Academy to
avoid any breach in NPA's network by following latest IT Security Technologies available in Indian IT Sector.

(iv) He/She will supervise the work of Network Administrators of the Academy under overall supervision of System Administrator.

(v) Any other duty allotted to him by the competent authority from time to time.

Signature valid
Digitally signed by K MADHUKAR SHETTY
Date: 2018.08.25 18:25:02 IST
Reason: Approved

( Dr.K.Madhukar Shetty )
Deputy Director (Esst.)
**BIO-DATA/ CURRICULUM VITAE PROFORMA**  
(For the post of Web Administrator)

| 1. Name and Address (in Block Letters) |  |
| 2. Date of Birth (in Christian era) |  |
| 3. i) Date of entry into service |  |
| 3. 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) |  |

| Qualifications / Experience required as mentioned in the advertisement / vacancy circular | Qualifications / experience possessed by the officer. |
| Essential | Essential |
| A) Qualification | A) Qualification |
| b) Experience | B) Experience |

| Desirable | Desirable |
| A) Qualification | A) Qualification |
| b) Experience | B) Experience |

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</th>
<th>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>
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<tr>
<th>Office Institution</th>
<th>Pay, Pay Band, and Grade Pay drawn under ACP / MACP Scheme</th>
<th>From</th>
<th>To</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</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
    Basic Pay in the PB | Grade Pay | Total emoluments
    |          |            |

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.

Contd..P/3..
<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 own name or achieved for the organization
(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 (IST)/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 10 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 2013-14 to 2017-18) along with Integrity, Vigilance Certificate and details of
Major/Minor penalty for the last 10 years should be enclosed.
To

1) All Ministries / Departments of Government of India.
2) The Chief Secretaries to Governments of all States / UTs for wide publicity and also for hosting on the website of the State Govt. / UTs.
3) The Directors General / Inspectors General of Police of all States / UTs for wide publicity and also for hosting on the website of the concerned departments.
4) The Director General / Director : BPR&D, BSF, CISF, CRPF, ITBP, SSB/ NDRF/NEPA/IB, NCB, NSG, RPF, SPG, NIA, CBI, DCPV, NCRB, Cab. Secretary, New Delhi / Assam Rifles, Shillong, Meghalaya and Principal Director, Director General of Security, New Delhi for wide publicity and also for hosting on the website of the concerned departments.
5) The Commissioner of Police, Chennai, Delhi, Kolkata & Mumbai for wide publicity and for hosting on the website of the concerned department.
6) All public sector undertakings / All recognized research institutions / All Universities / All Semi-Government / Statutory / Autonomous organisations.

Sub: Inviting nomination for the post of ‘Chief Drill Instructor’ in the SVP National Police Academy, Hyderabad by deputation (including short-term contract) Reg.

***

Sir,

Nominations are invited for the post of “Chief Drill Instructor”, General Central Service Group-'A' Gazetted-Non-Ministerial in level-10 in the pay matrix (Rs. 56100-177500) in this Academy, by deputation (including short-term contract).

1. The eligibility criteria (educational qualifications, experience, etc.) 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 post 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 2013-2014 to 2017-18), (c) details of major and minor penalties 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 60 days from the date of publication of this notice in the Employment News.

4. Application received incomplete in any respect or those not accompanied by the documents/information mentioned in para 3 above will NOT be considered. The cadre authorities may ascertain that the particulars sent by the officers are correct as per the service records. While forwarding the nominations for the post of Chief Drill Instructor, it may kindly be ensured that the nominated officers should not be in the pay scale higher than the pay scale of the deputation post i.e. level-10 in the pay matrix.

Yours faithfully,

(Dr. K. Madhukar Shetty)
Deputy Director (Estt.)

Encl: Annexure I & II.

Contd....P...2
Copy for favour of information and record 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.

Copy to Web Administrator, SVP NPA for uploading this vacancy circular on the website of the Academy.
Details of the post of “Chief Drill Instructor”,
in the SVP National Police Academy, Hyderabad – 500 052

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Name of the post : Chief Drill Instructor</td>
</tr>
<tr>
<td>3.</td>
<td>Scale of Pay : Level-10 in the pay matrix (Rs. 56100-177500)</td>
</tr>
<tr>
<td>4.</td>
<td>DA, HRA &amp; other allowances : As admissible under the Central Govt. Rules amended from time to time.</td>
</tr>
<tr>
<td>5.</td>
<td>Training Allowance : As admissible under the Central Govt. Rules amended from time to time.</td>
</tr>
<tr>
<td>6.</td>
<td>Method of Recruitment : By Deputation (Including short-term contract)</td>
</tr>
<tr>
<td>7.</td>
<td>Eligibility Criteria : Deputation (including short-term contract): Officers under the Central Government or State Government or Union Territory Administration or semi-Government or autonomous bodies or statutory organisations or public sector undertakings or Universities or recognised research institution,- (a)(i) holding analogous post on a regular basis in the parent cadre or department; or (ii) with two years regular service in the grade rendered after appointment thereto on a regular basis in level-8 in the pay matrix (Rs. 47600-151100) or equivalent, in the parent cadre or department; and (b) Possessing the following education qualification and experience- (i) degree of a recognised University; and (ii) three years experience as Drill Instructor imparting training in any Central or State Police Training Centres or Institutions, including experience of planning, co-ordinating and conducting outdoor training activities.</td>
</tr>
</tbody>
</table>

**Note:**

1. 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 or department of the Central Government shall ordinarily not to exceed three years.

2. The maximum age-limit for appointment on deputation shall not be exceeding fifty-six years as on the closing date of receipt of applications.

7. **Note:**

8. Nature of duties : (1) The Chief Drill Instructor will assist Assistant Director(Outdoor) in planning, coordinating and conducting the outdoor training activities like physical training, Drill, Firing, Weapon Handling, Field Craft and Tactics, Map Reading, Sand Model Briefing, etc.

Contd...P/2...
(2) He will assist Assistant Director (Tactical) in planning, coordinating and conducting of Tactical Courses for the senior police officers in the Academy.

(3) He will supervise the work of Drill Instructors, Assistant Drill Instructors and other supporting staff in the Outdoor Training Wing.

(4) He will act as master trainer for the DIs and ADIs and guide them in various aspects of outdoor training. For this purpose, he must be qualified in the field of Drill, Weapon Training, Field Craft and Tactics, Map Reading with a very good grading.

(5) He will be responsible for organising demonstrations on various subjects of Field Craft and Tactics for the Basic Course as well as In-Service Courses.

(6) He will be responsible for upgradation of Outdoor Training Aids and Methodologies and keep himself abreast with the latest in this field. He will assist Assistant Director (Outdoor) in upgradation of Outdoor Training infrastructure.

(7) He will prepare case studies on operations against militants and extremists and brief the trainees on Sand Model. For this purpose, he should use his personal field experience apart from collecting case studies from various sources.

(8) He will carry out periodical inspection and verification of stores and articles related with Outdoor Training.

( Dr.K. Madhukar Shetty )
Deputy Director (Estt.)
**Annexure - II**

**BIO-DATA/ CURRICULUM VITAE PROFORMA** (For the post of Chief Drill Instructor)

| 1. Name and Address (in Block Letters) |  |
| 2. Date of Birth (in Christian era) |  |
| 3. i) Date of entry into service |  |
| 3. 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) |  |

| Qualifications / Experience required as mentioned in the advertisement / vacancy circular | Qualifications / experience possessed by the officer. |
| Essential | Essential |
| A) Qualification | A) Qualification |
| b) Experience | B) Experience |
| Desirable | Desirable |
| A) Qualification | A) Qualification |
| b) Experience | B) Experience |

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.

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

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<th>Post held on regular basis</th>
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<th>Nature of duties (in details) highlighting experience required for the post applied for.</th>
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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:

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<th>To</th>
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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

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

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<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>
</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 own name or achieved for the organization
(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 (IST)/ 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 2013-14 to 2017-18) along with Integrity, Vigilance Certificate and details of Major/Minor penalty for the last 10 years should be enclosed.
No 10/14/2017-E0(SM-I)
Government of India
Secretariat of the
Appointments Committee of the Cabinet
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

North Block, New Delhi, the 04th September, 2018

To
1. The Chief Secretaries, All the State Governments.
2. The Secretaries, All the Ministries/Departments of the Government of India

Subject:- Filling up the post of Executive Director (Joint Secretary level), Rubber Board, Kottayam, Kerala under the Department of Commerce on Non-CSS basis.

Sir/Madam,

This is with reference to this office circular dated 07.08.2018 for filling up the post of Executive Director (Joint Secretary level), Rubber Board, Kottayam, Kerala under the Department of Commerce with pay at Level 14 (Rs.1,44,200-2,18,200/-) of the Pay Matrix on deputation basis vice Shri Ajith Kumar, IAS (KL 1994).

2. The last date for submission of applications for the above referred circular is further extended up to 28.09.2018

Yours faithfully,

(Kavitha V Padmanabhan)
Deputy Secretary to the Government of India
Tel. No. 011-2309 2187

Copy to:-
1. Department of Commerce (Shri Anup Wadhawan, Secretary), New Delhi.
2. Technical Director, NIC, Computer Cell, DoPT, North Block, New Delhi for uploading this vacancy circular on the official website of this Department immediately.
3. PA to DS(SM), DoPT, New Delhi with a request to arrange to upload this vacancy circular through bulk e-mailing system of officers.