No. A-12023/3/2018-Admn.2
GOVERNMENT OF INDIA
NITI AAYOG

NITI Bhawan, Sansad Marg,
New Delhi the 31st December, 2018

To:

All Ministries/Departments of Central Government or State Governments or Union territories or recognised Universities or Research Institutions or Public Sector Undertakings or Autonomous Organisations or Statutory Organisations

Sir,

I am directed to say that the NITI Aayog requires the services of suitable officer(s) for appointment to the posts of Senior Adviser/Adviser and Joint Adviser/Deputy Adviser in the Flexi Pool of NITI Aayog, by Deputation (including short-term contract)/Contract basis who has experience/expertise in the following preferred fields/areas:

i. For the post of Sr. Adviser/Adviser: (a) Human Resources Development (b) Energy (c) Transport (d) MSME (e) Economics & Finance.

ii. For the post of Joint Adviser/Deputy Adviser: (a) Economics & Finance (b) Taxation (c) Skill Development (d) Data Management & Analysis (e) Rural Development (f) Public Private Partnership & Project Appraisal (g) Transport & Infra-Connectivity and (h) Human Resources Development.

1. Number of Vacancies:
   i. Sr. Adviser/Adviser (Flexi Pool): 05 (tentative)
   ii. Joint Adviser/Deputy Adviser (Flexi Pool): 03 (tentative)

2. Pay:

<table>
<thead>
<tr>
<th>Sl No</th>
<th>Name of the posts</th>
<th>Level and Pay Matrix for Deputation (ISTC)</th>
<th>Consolidated Pay for contractual appointment**</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Sr. Adviser</td>
<td>Level-15 : Rs. 182200-224100</td>
<td>Rs. 330000</td>
</tr>
<tr>
<td>2.</td>
<td>Adviser</td>
<td>Level-14 : Rs. 144200-218200</td>
<td>Rs. 265000</td>
</tr>
<tr>
<td>3.</td>
<td>Joint Adviser</td>
<td>Level-13 : Rs. 123100-214100</td>
<td>Rs. 220000</td>
</tr>
<tr>
<td>4.</td>
<td>Deputy Adviser</td>
<td>Level-12 : Rs. 78800-209200</td>
<td>Rs. 145000</td>
</tr>
</tbody>
</table>

** Officers appointed on contract basis would not be entitled to residential accommodation, official transport, leave encashment or any other allowances/facilities as admissible to a regular government employee. Leave rules applicable to a regular Government employee will not be applicable to a contractual appointee. However, a contractual appointee will be entitled to 8 days leave on pro-rata basis in a calendar year.

3. Educational Qualifications, Age and Experience:

3.1 Essential Educational Qualification:

Masters' Degree in any discipline or MBBS or Degree in Engineering or Technology from a recognized University or Passed in Sections A and B of the Institution Examinations of the Institute of Engineers (India) or Post Graduate Diploma in Management (Two years).

3.2 Desirable Educational Qualification:

Doctorate in any discipline or Master's Degree in Engineering.

3.3 Age and Experience:
Age and post qualification experience (which shall include up to 3 years for Ph.D. provided no work experience is counted during those 3 years) in formulation, appraisal, execution/implementation, research, monitoring and evaluation of policy, programme or projects is required as per following table:

<table>
<thead>
<tr>
<th>Sl No</th>
<th>Name of the posts</th>
<th>Age (for contractual appointment)</th>
<th>Minimum post qualification experience in years***</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Sr Adviser</td>
<td>Not less than 40 years but not exceeding 55 years</td>
<td>18</td>
</tr>
<tr>
<td>2.</td>
<td>Adviser</td>
<td>Not less than 35 years but not exceeding 50 years</td>
<td>15</td>
</tr>
<tr>
<td>3.</td>
<td>Joint Adviser</td>
<td>Not less than 33 years but not exceeding 50 years</td>
<td>10</td>
</tr>
<tr>
<td>4.</td>
<td>Deputy Adviser</td>
<td>Not less than 30 years but not exceeding 50 years</td>
<td>8</td>
</tr>
</tbody>
</table>

*** Age and experience shall be counted as on the last date of receipt of the application i.e. 45 days from the date of publication of the advertisement in Employment News [11th February, 2019].

4. **ELIGIBILITY CONDITIONS (As On Closing Date):**

4.1 Deputation (including short-term contract): From amongst Officers under the Central Government or State Governments or Union territory Administrations (including their attached and subordinate offices) or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government or Statutory or Autonomous Organizations; who are –

<table>
<thead>
<tr>
<th>Sl No</th>
<th>Name of the posts</th>
<th>Grades from which deputation/transfer to be made</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Sr Adviser</td>
<td>a. (i) Holding analogous posts on regular basis in the parent cadre or department; or (ii) with three years regular service in Level – 14 in Pay Matrix and possessing the educational qualifications and experience as mentioned in Para-3.</td>
</tr>
<tr>
<td>2.</td>
<td>Adviser</td>
<td>a) (i) Holding analogous posts on regular basis in the parent cadre or department; or (ii) with two years regular service in Level – 13A in Pay Matrix and iii) with three years regular service in Level – 13 in Pay Matrix and possessing the educational qualifications and experience as mentioned in Para-3.</td>
</tr>
<tr>
<td>3.</td>
<td>Joint Adviser</td>
<td>a) (i) Holding analogous posts on regular basis in the parent cadre or department; or (ii) with five years regular service in Level – 12 in Pay Matrix and possessing the educational qualifications and experience as mentioned in Para-3.</td>
</tr>
<tr>
<td>4.</td>
<td>Deputy Adviser</td>
<td>a)(i) Holding analogous posts on regular basis in the parent cadre or department; or (ii) with five years regular service in Level – 11 in Pay Matrix and possessing the educational qualifications and experience as mentioned in Para-3.</td>
</tr>
</tbody>
</table>

**Note:** Terms and conditions of Deputation for Government/Public Sector employees will be as per DOP&T Guidelines and Circulars issued from time to time and amended up to date.

4.2 Contract: Individuals working at comparable levels in Private Sector Companies, Consultancy Organisations, International/Multinational Organisations and possessing the essential educational qualifications, age and experience as mentioned in Para-3.

4.3 General Conditions of Service for contractual appointees:
- All appointees shall be deemed to be Public Servants for the purpose of the CCS (Conduct) Rules and such other Statutes as notified by the Government from time to time. Those recruited on
contract basis have to execute an agreement as per Annexure-I. The employment contract can be terminated by either side with a minimum notice period of one month or pay in lieu thereof.

- No person shall be appointed on Contract unless he/she is declared medically fit by a Medical Board to be constituted by the Central Government for this purpose unless he/she has already been declared fit by an equivalent authority.
- In the event of the death, injury or illness of the officer appointed on Contract which is attributable to the performance of services on behalf of NITI Aayog under the terms of the Contract while the officer is traveling at NITI Aayog expense or is performing any services under the Contract in any of the offices or premises of NITI Aayog or Government of India, the Officer or the Officer's dependents, as appropriate, shall not be entitled to any compensation.
- Candidates selected on Contract will be required to execute an agreement as per Annexure-I of the vacancy circular dated 21.12.2018 placed on the website of the NITI Aayog under the link of "career-recruitment".

5. **CRUCIAL DATE FOR DETERMINING ELIGIBILITY:**

The crucial date for determining the eligibility will be the last date of receipt of applications i.e. 45 days from the date of publication of our advertisement in the Employment News. [11th February, 2018]

6. **AGE LIMIT (AS ON CLOSING DATE FOR RECEIPT OF APPLICATIONS):**

For appointment by deputation (including short-term contract) for the posts of Sr. Adviser/Adviser age shall not be exceeding 58 years and for the posts of Joint Adviser/Deputy Adviser age shall not be exceeding 56 years as on the closing date for receipt of applications.

7. **DESCRIPTION ABOUT THE POSTS:**

The job description about all the posts are available in Annexure II of the vacancy circular dated 21.12.2018 placed on the website of the NITI Aayog under the link of "career-recruitment".

8. **PERIOD OF DEPUTATION (INCLUDING SHORT TERM CONTRACT)/CONTRACT:**

Initially up to 3 years, which can be extended up to 5 years, depending on the requirements or till the age of 60 years, whichever is earlier.

9. **GENERAL CONDITIONS:**

a. Candidates working in Central Government or State Government Departments or Union Territory Administrations or Universities or Recognized Research Institutions or Public Undertakings or Semi Government or Statutory or Autonomous Organisations and other Non-Government Bodies should apply in appropriate proforma through proper channel.

b. It may also be noted that in terms of DoPT's OM No. 27/2/2009-EO (SM-II) dated 16.7.2009 read with OM No.9/23/2014-EO(SM-II) dated 22.8.2017, a candidate once applied for being considered and he/she is considered and selected by the Appointments Committee of Cabinet (ACC), ordinarily, he/she should not decline the appointment and if he/she declines the appointment, he/she will be liable for action as per aforesaid OMs.

c. Candidates will need to produce proof of the details furnished in their applications as and when required.

d. No TA/DA will be paid for attending the personal talk.

e. Canvassing in any form will be a disqualification.

f. The prescribed essential qualifications as indicated in para 3 are the minimum and the mere possession of the same does not entail candidates to be called for interview.

**Mode of Application:**

(A) For candidates, who are applying on contract basis (i.e. candidates from Non-Government bodies/private organisations):

Applicants, submitting applications for contractual appointments, are required to fill the online application form on the website of NITI Aayog on the link provided under "Career-Recruitment". Candidates are advised to read carefully the instructions before filling up the online application.
They are also required to upload self-attested supporting documents as sought in the online application form.

(B) For Candidates, who are applying on deputation (i.e. candidates from Central Government or State Government Departments or Union Territory Administrations or Universities or Recognized Research Institutions or Public Undertakings or Semi Government or Statutory or Autonomous Organisations)-

3. The other details of the vacancies and proforma are available on NITI Aayog’s website i.e. http://www.niti.gov.in under the link “Recruitment” i.e. http://niti.gov.in/career/recruitment. Interested applicants may download the circular as well as application proforma from the website.

4. All Ministries/Departments of Central Govt. and State Governments/UT Administrations are requested to give wide publicity to this vacancy among the officers of appropriate level under their control including those working in Public Undertakings or Semi-Government or Statutory or Autonomous Organisations, Recognised Research Institutions etc. under their administrative control and other Non-Govt. Bodies.

5. The application, along with the following documents, in respect of the candidates who fulfil the eligibility conditions and who can be spared for taking up the assignment within one month of the intimation of selection, may be forwarded, through proper channel, in the prescribed proforma (available on website), duly signed by the candidate and countersigned by the Head of Office or any other officer authorized to sign to ‘The Under Secretary (Admn.-IA), NITI Aayog, Room No.358, NITI Bhavan, Sansad Marg, New Delhi-110 001’ on or before 11th February, 2019. The applications should be sent in an envelope superscribed ‘Application for the post of Senior Adviser or Adviser (Flexi Pool) / Joint Adviser or Deputy Adviser (Flexi Pool) in the NITI Aayog’:-

(i) Up-to-date Confidential Report / APAR Dossier of the candidate concerned or photocopies of the Annual Confidential / Annual Performance Appraisal Reports of the candidate for the latest available five years (duly attested);

(ii) Vigilance clearance in the prescribed detailed format signed by CVO of the department/organization; and

(iii) Integrity Certificate signed by an Officer of the rank of Deputy Secretary or above.

NOTE:-
Incomplete applications or applications without the supporting documents will be summarily rejected & no communication will be made/entertained in this regard.

Hindi Version of this circular will follow shortly.

(Dinesh Kochher)
Under Secretary to the Govt. of India
Tel: 2309 6521
To,
The Chief Secretaries,
All State Governments,
All Secretaries,
Ministries/Departments of Government of India

Subject: Filling up of one post each of Deputy Secretary and Director in the Office of Controller General of Patents and Designs (CGPDTM), Mumbai under the Department of Industrial Policy and Promotion.

Sirs/Madams,

It is proposed to fill up one post each of Deputy Secretary and Director in the Office of Controller General of Patents and Designs (CGPDTM), Mumbai under the Department of Industrial Policy and Promotion on deputation basis under Central Staffing Scheme.

2. Officers of the rank of Deputy Secretary/Director level from the All India Services or any Organized Services of the Government of India, eligible for appointment under Central Staffing Scheme are eligible for the post. The period of deputation is 4/5 years at Deputy Secretary/Director level respectively.

3. The post may be circulated amongst officers eligible to be appointed as Deputy Secretary/Director in the Government of India on priority basis. Names of willing and eligible officers who can be spared by the State Governments/Ministries/Departments may be forwarded to the Department along with cadre clearance, vigilance clearance, detailed biodata in the enclosed proforma and CR Dossiers of last five years. For officers working in the cadre, it may also be ensured that the 'Cooling off' after a previous stint on deputation, if any, is completed and the officer is eligible to be appointed on Central Deputation as per instructions.

4. It is requested that the application(s) of the eligible officer(s) may please be forwarded so as to reach this Department by 20.02.2019.

Yours faithfully,

(J. Srinivasan)
Director (MM)
Tel: 23300842

Copy to:
2. PS to Dir(MM) for uploading through bulk e-mail system.
**Bio-Data**

<table>
<thead>
<tr>
<th>S. No</th>
<th>Name</th>
<th>Date of Birth</th>
<th>Service</th>
<th>Batch</th>
<th>Contact Telephone No. (O) ® (M)</th>
<th>Educational Qualifications</th>
<th>Complete Experience/Posting Profile</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>S. No</th>
<th>Period</th>
<th>Post held/Organization</th>
<th>Cadre post/Deputation post</th>
<th>Place of Posting</th>
<th>Brief Description</th>
</tr>
</thead>
</table>

8. Whether clear from Vigilance Angle: Yes/No

9. Whether the officer has been on deputation earlier. If so please provide details of organization, nature of deputation and period (dates) of deputation:

10. Whether the officer is debarred from deputation under:

11. Certified that the above particulars are correct and complete.

Signature of the applicant
Date: __________________________

Signature
Name/Designation & Rubber Stamp of officer certifying the above particulars

**Note:**
Columns 1-7 to be filled in by applicant.
Columns 8-11 to be filled in by Ministry/Department concerned
F. No. 9/10/2018-EO(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 January, 2019

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

Subject: Filling up the post of Financial Adviser (JS level), Brahmaputra Board, Guwahati, under Ministry of Water Resources, River Development & Ganga Rejuvenation.

Sir/Madam,

This is with reference to this office circular dated 20.12.2018 for filling up the post of Financial Adviser (JS level), Brahmaputra Board, Guwahati as a Non-CSS post under the Ministry of Water Resources, River Development & Ganga Rejuvenation with pay at Level 14 (Rs.1,44,200-2,18,200/-) of the Pay Matrix on deputation basis.

2. The last date for submission of applications for the above referred circular is further extended upto 20.02.2019.

Yours faithfully,

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

Copy to:
1. Ministry of Water Resources, River Development & Ganga Rejuvenation (Shri U P Singh, Secretary), New Delhi.
2. Technical Director, NIC, Computer Cell, DoPT, New Delhi for uploading this vacancy circular on the official website of this Department.
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.
No. 6/38/2018-EO(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

January, 2019

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

Subject: - Filling up the post of Advisor (Joint Secretary Level), National Disaster Management Authority (NDMA), Delhi under the Ministry of Home Affairs – reg.

Sir/Madam,

This is with reference to vacancy circular dated 31.12.2018 for filling up the post of Advisor (Joint Secretary Level), National Disaster Management Authority (NDMA), Delhi under the Ministry of Home Affairs with pay at Level 14 (Rs.1,44,200-2,18,200/-) of the Pay Matrix on deputation basis.

4. The last date for submission of applications for the above referred circular is further extended upto 20.02.2019.

Yours faithfully,

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

Copy to:

1. Ministry of Home Affairs (Shri Rajiv Gauba, Secretary), New Delhi w.r.t. their OM No. 44-22/2012-NDM-II dated 20.09.2018.
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.
1. The Chief Secretaries, All State Governments.
2. The Secretaries of all the Ministries/Departments of Government of India.

Subject: Filling up the post of **Chairman-cum-Managing Director (JS level)** in Handicrafts & Handlooms Exports Corporation of India Ltd. (HHEC), Noida under Ministry of Textiles on Non CSS basis.

Sir/Madam,

This is with reference to this office circular dated 31.12.2018 for filling up the post of **Chairman-cum-Managing Director (JS level)** in Handicrafts & Handlooms Exports Corporation of India Ltd. (HHEC), Noida under Ministry of Textiles with pay at Level 14 (Rs.1,44,200-2,18,200/-) of the Pay Matrix on deputation basis.

2. The last date for submission of applications for the above referred circular is further extended upto **18.02.2019**

Yours faithfully,

(Kavitha V. Padmanabhan)
Deputy Secretary to the Government of India
Tel. No. 011-2309 2167

Copy to:-
1. Ministry of Textiles (Shri Raghvendra Singh, Secretary) Udyog Bhawan, New Delhi.
2. Technical Director, NIC, Computer Cell, DOPT, New Delhi for uploading this vacancy circular on the official website of this Department.
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.