

No. 19021/1/2016-SCD-VI
Government of India
Ministry of Social Justice and Empowerment
(Department of Social Justice and Empowerment)

Shastri Bhawan, New Delhi
Dated 2^o October, 2016

CIRCULAR

Babu Jagjivan Ram National Foundation established by the Government of India under the aegis of the Ministry of Welfare (now Ministry of Social Justice and Empowerment) invites application for filling up of the post of Director in the Babu Jagjivan Ram National Foundation, Ministry of Social Justice and Empowerment, New Delhi, on deputation basis from suitable candidates who fulfill the eligibility conditions as shown below:-

Sl. No.	Name of Post	No. of Posts	Pay Scale (Rs.)	Eligibility Conditions
1	Director	01	Rs.37400-67000/- (PB-4) with G.P. of Rs. 8700/- (Pre-revised)	Officers under the Central Government or State Government or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertaking or Semi Government or Statutory or Autonomous Organisation and holding:- (i) An analogous post on regular basis (or) (ii) A post in the scale of pay of Rs. 15600-39100/- (PB-3) with Grade Pay of Rs.6600/- from any organised service having ten years of regular Service in the Grade. (or) (iii) A post in the scale of pay of Rs. 15600-39100/- (PB-3) with Grade Pay of Rs.7600/- from any organised service having five years of regular Service in the Grade. (or) (iv) The officers eligible to be appointed as Deputy Secretary or equivalent level in the Government of India may also apply. In this case the post will be operated in pay scale of Deputy Secretary. <u>Desirable</u> Persons having good academic record and having experience of personnel, administrative and accounts matters.

2. The pay of the officer selected will be regulated in accordance with DOP&T, OM No.6/8/2009-Estt. (Pay-II) dated 17.6.2010, as amended from time to time.

3. The maximum age limit for appointment on deputation shall be 56 years as on the date of publication of the notice in Employment News. The deputation period would be initially for three years and extendable further as per rules.

4. The application in the enclosed proforma (can be down loaded from Ministry website socialjustice.nic.in) from eligible officers who can be spared in the event of the selection may be forwarded through proper channel to the undersigned within 45 days of publication of this circular in the Employment News along with (a) up-to-date ACR Dossiers of the candidate concerned or attested photocopies of the annual confidential reports for the last five years; (b) Vigilance Clearance Report clearly indicating that no disciplinary or criminal proceedings are either pending or contemplated against the officer concerned; (c) Statement showing the minor/major penalties imposed, if any, and (d) Integrity Certificate.

N.S. Venkateshwaran
20/10/2016
(N.S. Venkateshwaran)

Under Secretary to the Government of India

To,

1. All Ministries/Department of Government of India.
2. All Chief Secretaries States/UTs.
3. All Central/State Universities or Institutions.
4. Smt. Shobhana Joshi, CGDA, Office of the CGDA, Ulan Batar Road, Palam, Delhi Cantt – 110010.
5. Shri M.J. Joseph, ICAS, Controller General of Accounts, Office of Controller General of Accounts, Ministry of Finance, Lok Nayak Bhawan, Khan Market, New Delhi - 110 511.
6. Shri Mukesh Prasad Singh, Director General of Audit(Central Expenditure), Office of the Director General of Audit(Central Expenditure), Room No.206, 2nd Floor, AGCR Building, I.P. Estate, New Delhi-110002.
7. Shri Shashi Kant Sharma, Comptroller and Auditor General of India, Office of the Comptroller and Auditor General of India, Pocket-9, Deen Dayal Upadhyaya Marg, New Delhi-110124.
8. Director(CS), DoPT, Lok Nayak Bhawan, Khan Market, New Delhi- with the kind request to upload this circular on DoPT's website for wider circulation.
9. Employment News, Ministry of Information and Broadcasting, East Block IV, Level-5, R.K. Puram, New Delhi to publish the circular in Employment News at an early date.
10. Babu Jagjivan Ram National Foundation, 6, Krishna Menon Marg, New Delhi-110011.
11. JS(SD) & MS(BJRNf), D/o SJ&E.
12. Dy. Director (Media, D) SJ&E with request to follow up with DAUP for publication in E.N.

BIO-DATA/ CURRICULUM VITAE PROFORMA

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)	
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
<p>5.1 Note: This 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.</p> <p>5.2 In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.</p>	
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.	
<p>6.1 Note: Borrowing Departments are to provide their specific comments/ views confirming the relevant Essential Qualification/ Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.</p>	

<p>10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.</p>		
<p>11. Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column)</p> <p>a) Central Government b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others</p>		
<p>12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.</p>		
<p>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</p>		
<p>14. Total emoluments per month now drawn</p>		
<p align="center">Basis Pay in the PB</p>	<p align="center">Grade Pay</p>	<p align="center">Total Emoluments</p>
<p>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.</p>		
<p>Basic Pay with Scale of Pay and rate of increment</p>	<p>Dearness Pay/interim relief /other Allowances etc., (with break-up details)</p>	<p>Total Emoluments</p>
<p>16.A Additional information, if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii)</p>		

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 CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 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)