


No.17016/07/2015-SCD-VI
Government of India
Ministry of Social Justice & Empowerment
Department of Social Justice & Empowerment

Shastri Bhawan, New Delhi-110001
Dated 05.05.2015

Filling up of post of Director in Joint Cadre of National Commission for Scheduled Castes (NCSC), National Commission for Scheduled Tribes (NCST) including Ministry of Social Justice & Empowerment(MOSJE) in the pay scale of PB-3 of Rs. 15600-39100+Grade pay of Rs. 7600/- on deputation (Transferable to any city/town in India).

Applications are invited for filling up of the posts of Directors in the Joint Cadre of NCSC/NCST including MOSJE on deputation basis. Officers of Joint Cadre are mainly posted in the National Commission for Scheduled Castes (NCSC), National Commission for Scheduled Tribes (NCST). Selected officers may be posted anywhere in India. Classification of the post, its pay scale, eligibility conditions etc. are given in Annexure-I. The pay of the officer selected will be regulated in accordance with the Department of Personnel & Training's O.M. No. 6/8/2009-Estt.(Pay-II) dated 17.6.2010.

2. It is requested that the applications in the prescribed format (Annexure-II), submitted by the eligible Officers may be sent to the undersigned along with the complete ACRs for last five years, vigilance and integrity certificate within sixty days from the date of publication in the Employment News.


(Surendra Rawat)

Deputy Secretary to the Government of India

Annexure-I

1. Name of Post : Director
2. Number of Posts : 7 (Seven) (Likely to vary)
3. Classification : General Central Service, Group 'A' (Gazetted)- Non Ministerial
4. Scale of Pay : Pay Band-3 (Rs. 15600-39100) Plus Grade Pay of Rs.7600/-
5. Eligibility Conditions And Period of deputation :
 - (a) Officers of the Central Civil Services with 9 years' service as such or selection grade officers of Central Secretariat Service or Grade-I officers of the Central Secretariat Service eligible for appointment as Deputy Secretary to the Government of India or Officers under the Central/State Governments holding analogous posts or with 5 years' service in post in the scale of Pay Band-3 of Rs. 15600-39100 plus Grade Pay of Rs. 6600/- (pre-revised scale: Rs. 10000-325-15200) or equivalent; and
 - (b) Possessing experience in planning or development of social work organization or in the Welfare of Scheduled Castes/Scheduled Tribes.

(The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputations shall not be eligible for consideration for appointment by promotion. Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same organization/department shall not exceed four years. The officers applying for deputation should not be due for retirement within four years as on the closing date for the receipt of applications).

Proforma for Application for the Post of Director (Jt. Cadre)

1. Name and address in Block letters:
2. Date of Birth (in Christian era):
3. Date of retirement under Central Govt./State Govt./
under the rule applicable to the candidate:
4. Educational & other Qualifications possessed by the candidate
(relevant to essential qualifications prescribed for the post):
5. Service to which belongs and the cadre and year of allotment:
6. Present post held and whether it is a cadre post:
7. Present grade and the scale of Pay and date of appointment
thereto on regular posts:
8. Are you holding analogous post on a regular basis under Central/State Govt.: Yes/No
9. Nature of present employment, i.e. regular/ad-hoc/temporary/permanent.
10. 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 parent Office/Organization to which you belong:
11. Details of Service in chronological order (enclose a separate sheet, duly authenticated by your signature, if any space below in insufficient):

Sl.No.	Office/ Institution	Post held with scale of pay	Period of Service		Basic Pay	Nature of appointment whether regular/ad- hoc/deputation	Duties (in brief)
			From	To			

12. Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate in the pre-revised scale of pay:
13. Basic pay and total emoluments per month now drawn
(Pay Band, Pay and Grade Pay to be indicated if
Drawing pay in revised pay structure):
14. Whether belongs to SC/ST/OBC:
15. Additional information, if any, which you would like to mention
in support of your suitability for the post. Enclose a separate
sheet, if the space is insufficient:
16. Additional details about present employment. Please state whether working under:
 - (a) Central Government
 - (b) State Government
 - (c) University/Recognized Research Institute
 - (d) Public Sector Undertaking
 - (e) Semi-Govt. Statutory or Autonomous Organization

17. Please state clearly whether in the light of entries made above, you meet the requirements of the post: Yes/No

Date:.....

Signature of the applicant
Address.....
.....

Certificate
(to be filed in by the Parent Office/Department)

1. Certified that the particulars furnished above by the applicant have been checked from available records and found correct.
2. Certified that the candidate is eligible for the post as per conditions mentioned in the advertisement.
3. Certified also that no vigilance case is either pending or being contemplated against the applicant. Integrity of the applicant is also certified.
4. Photocopies of complete and upto date CR Dossier of the officer for the last five years, duly attested, on each page enclosed.
5. No major/minor penalty has been imposed on the concerned officer during the preceding ten years.

(Signature)
Name & Designation of the Head of the Department/
Authorised Signatory with seal
Telephone Number