

No. 17020/09/2015-SCD-VI  
Government of India  
Ministry of Social Justice and Empowerment  
(Department of Social Justice and Empowerment)

Shastri Bhawan New Delhi  
Dated- 08-03.2019

**CIRCULAR**

Dr. Ambedkar International Centre, Ministry of Social Justice and Empowerment, Government of India, invites applications for filling up of the following post on deputation basis. Suitable candidates who fulfill the eligibility conditions as shown below may download the application form given below and send the complete form through proper channel to the **Director, Dr. Ambedkar International Centre, 15 Janpath, New Delhi-110001** within 45 days of publication of this advertisement in the Employment news:

S.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/-	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 organization 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 organized 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 organized 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. <b><u>Desirable</u></b> Persons having good academic record and having experience of personnel, administrative and accounts matters.

Dr. Devender Singh  
Associate Professor, DAIC

Copy to-

1. All Ministries/Department Government of India.
2. All Chief Secretaries States/UTs,
3. All Central/State Universities/Institutions.
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, RX, Puram, New Delhi to publish the circular in Employment News at an early date.

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ANNEXURE-A

CURRICULAM VITAE PROFORMA

1. Name and address (In BLOCK LETTER)
2. Applied for the post of
3. Date of Birth (in Christian era)
4. Date of retirement under Central/State Government rule
5. Educational Qualifications
6. Whether belong to SC/ST
7. Education qualifications and Experience possessed

Qualifications/ Experience Required	Qualifications/ Experience possessed by the Officer
Essential	
Desirable	

8. Details of employment, in chronological order (enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient)

OFFICE/ INSTITUTE/ ORGANISATION	POST HELD AND SERVICE/ CADRE TO WHICH IT BELONGS	FROM	TO	PAY IN THE PAY BAND AND CLASSIFICATIO N OF POST	NATURE OF DUTIES
(1)	(2)	(3)	(4)	(5)	(6)

9. Nature of Present employment, i.e.

- (i) Ad-hoc basis
- (ii) Regular/on temporary basis
- (iii) Pay in the Pay band
- (iii) Grade Pay drawn

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 the parent office/organization to which you belong	
11.	Additional details about present employment, please state whether working under: (a) Central Government (b) State Government (c) Autonomous Organization (d) Government Undertaking (e) Universities	
12.	Are you in Revised Pay Structure? if yes, give the date from which the revision took place and also indicate the pre-revised scale.	
13.	Total emoluments per month now drawn	
14.	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.	
15.	Whether belonging to SC/ST	
16.	Remarks	

Signature of the candidate

Date:-

Address

Countersigned with office seal by the authorized signatory of the parent office

VIGILANCE CLEARANCE CERTIFICATE

Certified that no Vigilance case of disciplinary proceedings or criminal proceedings is either pending or contemplated against ..... who has applied for the post of ..... in the Dr. Ambedkar International Center on deputation basis.

(Authorised Signatory)

Name & office Seal:

Date:

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NO PENALTY CERTIFICATE

ANNEXURE-2

Certified that no minor/major penalty has been imposed during the last 10 years on ..... who has applied for the post of ..... in the Dr. Ambedkar International Center on deputation basis.

(Authorised Signatory)

Name & office Seal:

Date:

ANNEXURE-3

INTEGRITY CERTIFICATE

After scrutinizing Annual Confidential Report/ Annual Performance Appraisal Reports of ..... who has applied for the post of ..... in the Dr. Ambedkar International Center on deputation basis, it is certified that his/her integrity is beyond doubt.

(Authorised Signatory)

Name & office Seal:

Date:

(Not below the rank of Deputy Secretary)