

GOVERNMENT OF INDIA
MINISTRY OF COMMUNICATIONS
DEPARTMENT OF TELECOMMUNICATIONS
Office of Deputy Director General (TERM), CTO COMPOUND,
CHURCH ROAD, CAMP, PUNE- 411 001.

No. TERM/Pune/Deputation & Consultants/2016-17/02

Dated 30.12.2016

NOTIFICATION

Sub:- Vacancy circular to fill up Assistant Director(AD) and Junior Telecom Officer(JTO) posts in the Office of the Deputy Director General (TERM), Pune on deputation basis.

Deputy Director General (TERM), Department of Telecommunications, Pune proposes to fill up the vacant posts in Assistant Director(AD) and Junior Telecom Officer(JTO) cadre on deputation basis from among the staff working in Central / State Government Office /PSUs as per the details given below;

Name of the Cadre	Scale of Pay(as per 6 th Pay Commission)	Grade Pay	No. of posts likely to be filled.
Assistant Director.	PB-2 Rs. 9300-34800	Rs. 4800/-	02 (Two)
Junior Telecom Officer.	PB-2 Rs. 9300-34800	Rs. 4600/-	03 (Three)

2. The eligibility conditions to apply for the above posts are given in Annexure-I. Also Job profile for each cadre is shown in Annexure-II.

3. The period of deputation initially will be for 3 (three) years and can be extended by two more years if required in the exigencies of public service.

4. The terms and conditions of the deputation as stipulated in DOP&T OM No. 6/8/2009-Estt.(Pay-II) dated 17.06.2010 are applicable.

5. The applications of the willing and eligible officials whose services can be spared on their selection may be sent in the prescribed Proforma (Annexure-III, IV & V) duly recommended by the Head of Office / Department with attested copies of the APARs for the last 5 years, Integrity Certificate and Vigilance clearance to the Director (TERM II) of this office on or before 13.02.2017. Belated/ incomplete applications will be rejected summarily.

6. This is issued with the approval of Competent Authority.

Enc: Annexure I, II, III, IV & V,

Director (TERM II),
O/o DDG TERM, Pune
Tel:02026134847/26121616
Email: ddgtermpune-dot@nic.in

Published as brief vacancy circular in the Employment News.

Copy to:

- 1) Sr. DDG TERM, DOT HQ, New Delhi.
- 2) DDG (Estt.), DOT HQ, New Delhi.
- 3) Director (IT), DOT, Sanchar Bhavan, 20, Ashoka Road, New Delhi: For publishing on the DOT Website under 'Vaccancies'.

ANNEXURE-I

Eligibility Conditions

1. Assistant Director:-

A) Officers working under the Central / State Govt./BSNL/MTNL/ITI/TCIL/other PSUs.

i) Holding analogous post of Assistant Director on regular basis in Central/State Govt in the Pay scale of PB2 with Grade Pay of Rs. 4800 (As per 6th CPC).

OR

ii) Holding SDE/Sr.SDE or analogous post in BSNL/MTNL/ITI/TCIL/Any other PSU in the pay scale of 20600-46500 in current IDA scale.

OR

iii) Holding a post in PB2 with GP of 4600 in CDA OR holding a post in the pay scale of 16400 - 40500 in IDA with minimum of 5 years experience in the grade.

B) Educational Qualification:

i) Bachelor Degree in Engineering or Technology or Equivalent in any one discipline such as Telecommunication/Electronics/Computer/Radio Engineering/Information Technology

OR

ii) MSc (Electronics)/MSc (Computer Science) from recognised university

OR

iii) BSc (Physics, chemistry and Mathematics) from a recognised university.

C) Desirable Qualification:

- Working knowledge in Computer with large database using utility software such as MS Office/MS Access/Linux/RDBMS.

D) Age limit: Maximum up to 50 years.

E) Work Experience:

i) The official should have worked at least for 3 years in establishing or maintaining Telecom/New Generation Telecom network/Mobile/Computer Network.

ii) In case of candidates with BSc (Physics, Chemistry & Maths) qualification minimum work experience should be of 6 years in any of the above fields.

2. Junior Telecom Officer:-

A) Officers working under the Central / State Govt./BSNL/MTNL/ITI/TCIL/other PSUs.

i) Holding analogous post of Junior Telecom Officer on regular basis in Central/State Govt in the Pay scale of PB2 with Grade Pay of Rs. 4600 (As per 6th CPC).

OR

ii) Holding JTO or analogous post in BSNL/MTNL/ITI/TCIL/Any other PSU in the pay scale of 16400-40500 in current IDA scales.

B) Educational Qualification:

i) Bachelor Degree in Engineering or Technology or Equivalent in any one discipline such as Telecommunication/Electronics/Computer/Radio Engineering/Information Technology

OR

ii) MSc (Electronics)/MSc (Computer Science) from recognised university.

OR

iii) BSc (Physics, chemistry and Mathematics) from a recognised university.

C) Desirable Qualification:

- Working knowledge in Computer with large database using utility software such as MS Office/MS Access/Linux/RDBMS.

D) Age limit: Maximum up to 40 years.

E) Work Experience:

i) The official should have worked at least for 1 year in establishing or maintaining Telecom/New Generation Telecom network/Mobile/Computer Network.

ii) In case of candidates with BSc (Physics, Chemistry & Maths) qualification minimum work experience should be of 3 years in any of the above fields.

ANNEXURE-II

JOB PROFILE

1. Assistant Director:-

- 1) Processing applications for registration under Other Service Provider (OSP) Category through Online and Offline mode and issuing Registration Certificates.
- 2) Inspection of Telecom Service Providers/ Internet Service Providers/ National/International Long Distance Service Providers /OSP Centre/Infrastructure Provider Category I (IP1)/Global Calling Card (GCC) sellers of registered companies vis-a-vis guidelines on the subject.
- 3) Looking after the Establishment, Administration related functions and other routine office work for smooth functioning of office.
- 4) Making correspondence with DoT/Licensed Telecom Service Providers/ Other Govt. agencies etc.
- 5) General works such as Parliament Question/RTI/Handling of Court Cases/Disaster Management/Coordination with Law Enforcement Agencies/Legal Interception Testing/Other Works allotted as per requirement etc.
- 6) Monitoring and Vigilance functions such as Electromagnetic Field Testing/Maintaining and Updating of Cell sites record/BTS Register/Curbing of Illegal Telecom Setups.

2. Junior Telecom Officer:-

- 1)General : Looking after the Establishment, Administration related functions and other routine office work for smooth functioning of office/Handling of Public Grievances & Periodic Statements.
- 2)Inspections: Warehouse and Dealer/Distributor inspection.
- 3)Monitoring and Vigilance such as Electromagnetic Field Testing/Monitoring and Analysis of Network Parameters/Audit of Customer Application Forms/Verification of Self Certificates submitted by Telecom Service Providers.

ANNEXURE-III

Application

APPLICATION FOR DEPUTATION FOR THE POST OF ASSISTANT DIRECTOR (AD)/JUNIOR TELECOM OFFICER (JTO) in the O/o Deputy Director General (TERM), Pune.

1. Name of the Official :
2. Date of Birth & age :
3. Post held at present with name of the Deptt./Ministry. :
4. Whether employee of Central Govt./State Govt. / PSU :
5. Present Pay. :
6. Educational Qualification :
7. Working experience including extent of working with computer. :
8. Date from which present post held :
9. Brief service particulars. :
10. Nature of appointment i.e. whether adhoc or regular. :
11. Nature of duties performed. :
12. Whether belongs to SC/ST/OBC. :
13. Whether served in the Dept. Of Telecommunications on deputation basis. If so, the period of deputation and name of Circle / Station where served. :
14. Remarks, if any. :

Signature of the Applicant

ANNEXURE – IV

DECLARATION

- I. I -----hereby declare that my posting as ----- in the office of the Deputy Director General (TERM), Department of Telecommunications, Pune is purely on temporary basis and shall not have any right to claim for seniority in the said post in respect of service rendered by me on Deputation Basis.
- II. I am not entitled to absorption as -----in the Department of Telecommunications and therefore will not resort to lay any claim for the same.
- III. I am liable to be repatriated to my parent department/organization for any inaccuracies in the details noted above or for contravention of any provisions in the rules/orders governing deputation.

Place:

Date:

Signature of the Official.

Countersigned

**Signature of the
Controlling Officer with seal**

Annexure-V

Certificate to be recorded by the Head of office/Department while forwarding the application

Certified that:

1. The particulars given by the applicant are true and have been verified from the service record.
2. The applicant, if selected, will be relieved immediately.
3. Copies of ACR/APAR for the last five years are enclosed.
4. No Disciplinary/ Vigilance case is pending or contemplated against him/her. There is nothing against the candidate which makes him/her ineligible for consideration of appointment to the post applied for.
5. No major / minor penalty is in force or current against the official.

**Signature of Head of office/ Department
with official seal & Telephone no.**