

No.391-93/2015-STG-III
Government of India,
Ministry of Communications & IT
Department of Telecommunications

Room No.419, Sanchar Bhawan
20, Ashoka Road, New Delhi-1
Dated, 8th September, 2015

- (i) The Chairman & Managing Director
Bharat Sanchar Nigam Ltd./
Mahanagar Telephones Nigam Ltd.
- (ii) Sr. DDG (TEC)/DDG (Security).

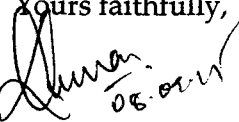
Subject: - Filling up the post of Chief Logistics Officer (CLO) in ARC, Cabinet Secretariat on deputation basis.

Sir

I am directed to enclose Cabinet Secretariat's vacancy circular on the subject mentioned above and to request to forward Bio-data of willing and suitable officers, complete in all respects as mentioned below, to the undersigned positively by 22nd September, 2015.

- (i) Bio-data of officers duly certified by the administrative authority, maintaining the service book.
- (ii) While forwarding the application, circle office may intimate whether any penalty (Major/Minor) has been imposed on the officer during the last five years as per service book record of the office. A certificate intimating that the officer has submitted his Annual Property Return for the year 2014 may also be enclosed.
- (iii) Duly certified photocopies of the ACRs for the last five years by an officer of equivalent rank not below the rank of Under Secretary.

4. Applicants not fulfilling the above criteria will not be ENTERTAINED.

Yours faithfully,


(Chandan Kumar)
Section Officer (STG-III)
Tele No. 23036876

Copy to: Dir (IT) for uploading the circular on website of DoT

Cabinet Secretariat

Govt of India

Applications are invited from the officers of the Central Government including Defence services, for filling up following post in an organization under Cabinet Secretariat on deputation basis as per details given below :-

Sl. No.	Name of the post along with Scale of Pay [Pay Band plus Grade Pay] & No. of Post	Essential educational and other qualification required for deputation	Place of Posting
1	Chief Logistics Officer PB-4 with Grade Pay : Rs.8,700/- No. of Post - 01	a) Deputation of officers holding the rank of Colonel or equivalent in Defence organisations on regular basis Or b) Officers of the Central Government :- i) holding the analogous post on regular basis in civilian organisation ; or, ii) with five years regular service in the post in the Pay Band - 3 (Rs 15,600- 39100/-) and Grade Pay Rs 7,600/- Essential qualification and experience for deputationist officer :- Ten years experience of working in Logistics branch.	Delhi. (but with all India transfer liability)

2. The officer on deputation will be eligible for **15% Security Allowance on the Pay in the Pay Band and Grade Pay** along with other allowances as admissible to Central Government employees. Further, depending on the specific organisational requirements, the Department retains the right to shortlist only those applications that are in conformity with its specific requirements as may exist at a relevant point of time.

3. Selected officer will also be eligible for applying for General Pool accommodation as applicable to Central Government Officers.

4. The job offers enormous scope for professional learning and for undertaking high quality work in stimulating environment with like minded professionals.

5. Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other organisations or department of the central government shall ordinarily not exceed three years.

6. The maximum age limit for deputation shall not exceed **fifty-six years** as on the closing date of receipt of applications.

7. For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1st January 2006 or the date from which the revised pay structure on the 6th CPC recommendation has been extended, shall be deemed to be service rendered in the corresponding grade or pay scale extended based on the recommendation of the Commission except where there has been merger or more than one pre-revised scale of pay in to one grade with a common grade pay or pay scale, and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.

8. The initial period of deputation of the officer from Central Government shall normally be **three years** which may be extended as per rules.

9. **How to apply:** Neatly filed applications typed or in own handwriting on A-4 size paper in proforma (placed as Annexure) should be forwarded through proper channel along with disciplinary / vigilance clearance / integrity certificate and attested copies of ACRs for the last five years. Self attested copies of educational qualification, experience and other certificates should be enclosed with the application. Candidates however, will be required to produce original certificates for verification at the time of interview. Application not in prescribed proforma will be summarily rejected. The application should be forwarded on following address :-

Assistant Director (Pers-B)
ARC, DG(S) Cabinet Secretariat
Block - V (East) R K Puram
New Delhi - 110066.

10. The last date of receipt of applications at the above address is 12th October 2015.

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POST APPLIED FOR							Affix recent passport size color photograph duly attested
1.	Name						
2.	Date of Birth (DD/MM/YYYY)						
3.	Date of Retirement in the parent organization (DD/MM/YYYY)						
4.	Present Address						
5.	Permanent Address						
6.	Contact No. / Email ID						
7.	Whether belongs to SC/ST/OBC						
8.	Nationality / Religion						
9.	Educational & Professional qualifications (starting with the last degree till high school or matriculation level)						
	Sl. No	Qualification	Year of passing	Institute / Board / University / College (along with place)	Subjects	Marks Obtained and Division	
10.	Details of employment in chronological order						
	Ministry / Department / Office / Institute	Post Held	From	To	Scale of Pay and basic pay (as per 6 th CPC)	Nature of duties	
11.	Nature of present employment i.e., Permanent or Temporary or Ad-hoc						
12.	Whether you meet the requirements of the post applied for:						
13.	Total emoluments per month (presently drawn)						
14.	Additional information, if any, which you would like to mention in support of your suitability for the post						
15.	List of enclosures attached						
UNDERTAKING							
I solemnly affirm that the information submitted above is correct to the best of my knowledge & belief. I also undertake that in the event of my selection to the above post, I will not withdraw my candidature or decline the post when offered.							
Date : _____		Signature of the Candidate					
Place: _____							
Countersigned (Present Employer with stamp)							

New Delhi - 110060.

Date is 12th October 2015.