



Government of India Department of  
Telecommunications Office of the Sr. DDG, GUJ LSA, 1<sup>st</sup>  
Floor P&T Administrative Building, Khanpur, Ahmedabad  
-NOTIFICATION-

No.: Gujarat LSA/Staff Group B/2017-18/18  
29.12.2017

Dated:

Sub.: - Vacancy circular to fill up the posts of Assistant Director (AD) and Junior Telecom Officer (JTO) in the Office of the Sr. DDG, GUJ LSA, Ahmedabad on deputation basis.


Sr. DDG, GUJ LSA, Ahmedabad, Department of Telecommunications, proposes to fill up the vacant posts of Assistant Director (AD) and Junior Telecom Officer (JTO) cadre on deputation basis from amongst the staff working in Central, States Governments / PSUs as per the details given below:

Name of the Cadre	Scale of Pay (as per 6 <sup>th</sup> Pay Commission)	Grade Pay	Level as per 7 <sup>th</sup> CPC	No. of Posts likely to be filed	Likely Place of posting
Assistant Director/ Junior Telecom Officer	(AD)PB-2 Rs. 9300-34800	Rs.4800	Level 8	14 (Fourteen)	Ahmedabad
	(JTO) PB-2 Rs. 9300-34800	Rs.4600	Level 7		

- The above vacancies are provisional and may vary as per the actual requirements at the time of finalization of the selection.
- The eligibility condition applicable for the above posts are given in Annexure-I. Job profile for each cadre is given in Annexure-II.
- 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.
- The term and conditions of the deputation as stipulated in DOP&T OM No.AB. 14017/71/89-Estt.RR dated 03.10.89 and OM No. 06.08.2009-Estt. (Pay-II) dated 17.06.2010 and subsequent circulars if any from DOP&T in this regard are applicable. Pay, allowance, medical facilities etc. shall be governed as per the above referred DoP&T OMs and subsequent circulars if any in this regard & DoT Estt Wing OM NO: F.No: 1-50(22)/2015-Estt.dated 11.12.2017 for BSNL/MTNL staff working on deputation in DoT & its field offices.
- The applications of the willing and eligible officials whose services can be spared on their selection may be sent in the prescribed Performa (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 (Admin) Office of the Sr. DDG, GUJ LSA, 1st Floor P&T Administrative Building, Khanpur, Ahmedabad on or before **12.02.2018**. The applicants who are already working in TERM Cell on

loan basis from BSNL may submit their application directly through their present controlling officers. Officers who volunteer for the post will not be permitted to withdraw their names later. Delayed / incomplete applications will be rejected summarily.

7. Advance/direct copy of application may be sent to Director (Admin), Office of the Sr. DDG, GUJ LSA 1st Floor P&T Administrative Building, Khanpur, Ahmedabad.
8. This is issued with the approval of Competent Authority.
9. For more details visit the website [www.dot.gov.in](http://www.dot.gov.in)
10. Enc: Annexure I, II, III, IV, V.



Director (Admin)  
O/o Sr. DDG , GUJ LSA, Ahmedabad  
Tel: 079-25504882

Copy to:

- 1) Director General, DoT HQ, New Delhi
- 2) DDG (Estt.), DoT HQ, New Delhi
- 3) Director (Estt.) DoT HQ, New Delhi
- 4) Director (IT), DoT, Sanchar Bhawan, 20 Ashoka Road, New Delhi, for publishing on the DoT Website under 'Vacancies'.
- 5) GM(Pers.), BSNL Corporate Office, Bharat Sanchar Bhawan, Janpath, New Delhi
- 6) GM(Pers.), MTNL Corporate Office, CGO Complex, New Delhi.
- 7) CGMT, BSNL GUJ Circle, Ahmedabad.
- 8) GGM(Personnel) Corporate Office, TCIL Greater Kailash, New Delhi-110048.
- 9) GM(Personnel), Regd.& Corporate Office, ITI Bhawan Dooravani Nagar, Bangalore-560 016
- 10) CDOT, New Delhi.
- 11) Power Grid, New Delhi.
- 12) Railtel, New Delhi.
- 13) Notice Board.

## ANNEXURE-I

### Eligibility Condition

#### 1. Assistant Director:-

- A) Officer working under the Central / State Govt./BSNL/ 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/ 24900-50500 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 recognized 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 52 Years as on 31.12.2017.

#### E) Work Experience:

- I) The Official should have worked at least for 6 years in establishing or maintaining Telecom/New Generation Telecom network / Mobile / Computer Network.
- II) Preference will be given to the officer who has experience of working for minimum two years in TERM Cell / DoT.

#### 2. Junior Telecom Officer: -

- A) Officer 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 recognized 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 45 years as on 31.12.2017

**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) Preference will be given to the officer who has experience of working for minimum two years in TERM Cell / DoT.

F) Age & qualification relaxation may be considered for present working BSNL Executives/Employees in TERM Cell considering acute shortage and exigencies of work in TERM Cell.

## Annexure-II

### Job Profile

#### **1. Assistant Director:-**

- 1) Processing applications for registration under Other Service Providers (OSP) Category through Online and Offline mode and issuing Registration Certificate.
- 2) Inspection of Telecom Service Providers/ Internet Service Providers/ National/ International long Distance Service providers/ OSP Centre Infrastructure Providers Category I (IP1)/ Global card (GCC) sellers of registered companies/ Dealers/ Distributors of Telecom Service Providers vis-avis guidelines on the subject in the entire Gujarat LSA.
- 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) Handling of public grievances / coordination with Telecom Service Providers for redressal of public grievances.
- 6) 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.
- 7) Monitoring and Vigilance functions such as verification of Customer Acquisition Forms/ Electromagnetic Field Testing /Maintaining and Updating of Cell sites record/ BTS Register/ Curbing of Illegal Telecom Steps.
- 8) Round the clock manning of Centralized Monitoring System(CMS)/Internet Monitoring System(IMS), Operation and maintenance of CMS/IMS
- 9) Any other work as assigned from time to time by superior officers.

#### **2. Junior Telecom Officer: -**

- 1) Inspection of OSP Centre, Infrastructure Providers Category I (IP1)/ Global card (GCC) sellers of registered companies / Dealers/ Distributors of Telecom Service Providers vis-a-vis guidelines on the subject in the entire Gujarat LSA.
- 2) Looking after the Establishment, Administration related functions and other routine office work for smooth functioning of office.
- 3) Preparation of reports, keeping of office records etc.
- 4) 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.
- 5) Monitoring and Vigilance functions such as Electromagnetic Field Testing /Maintaining and Updating of Cell sites record/ BTS Register/ Curbing of Illegal Telecom Steps.
- 6) Round the clock manning of Centralized Monitoring System (CMS)/Internet Monitoring System (IMS), Operation and maintenance of CMS/IMS.
- 7) Any other work as assigned from time to time by superior officers.

**Annexure-III**

**APPLICATION FOR DEPUTATION FOR THE POST OF ASSISTANT DIRECTOR (AD) /JUNIOR TELECOM OFFICER (JTO) IN THE OFFICE OF THE SR. DDG, DoT, GUJ LSA, Ahmedabad**

1. Name of applicant with Complete Office  
Address, e-mail & Telephone No. (in Block letters):
2. Residential address with phone no :
3. Date of Birth(in Christian era) :
4. Post held on regular basis and the date from which held with pay scale :
5. Date of retirement under Central/State Govt. rules :
6. Education Qualification :
7. 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 authority for the same)

Affix latest passport size photograph (self attest-Ed)

Qualification	SL.	Qualification/Experience required	Qualification/Experience possessed by the officer
Essential	1		
	2		
Desirable	1		
	2		

8. Please state clearly whether in the light of entries made by you above, you meet the requirement of the post :
9. Details of employment in chronological order  
(Attach separate duly authenticated by your Signature sheet if required) :

Sl	Name of office/ organization where employed	Post held	From	To	Scale of Pay/Pay Band with Grade Pay	Nature of duties performed

10. Nature of present employment i.e. whether Temporary, adhoc or quasi permanent or permanent. :
11. In case the present employment is held on deputation/contract basis, please state
- a) The date of initial appointment :
  - b) The period of appointment on deputation /contract :
  - c) Name of the parent office/organization to which you belong :
12. Training courses attended :
13. Additional details about your present employment  
Please state whether working under -
- a) Central Government
  - b) State Government
  - c) Autonomous Organizations
  - d) Government Undertakings
  - e) Universities
14. Present Pay and total emoluments drawn per month. :
15. Knowledge & Experience with Computer applications (e.g. MS Office/ MS Access/ Linux/ RDBMS)
16. Additional information if any which you would like to mention in support of your suitability for the post.
17. Remarks, if any

I have clearly gone through the vacancy circular/advertisement and I am well aware that the Curriculum vitae duly supported by documents submitted me will also be assessed by the selection committee at the time of selection for the post.

Date:

Signature of the Applicant  
Mobile No.

Certified that the service particulars given by the applicant are verified with reference to service records and found to be correct.

Signature with seal of the Competent Authority

ANNEXURE-IV

I. \_\_\_\_\_ hereby declare that my posting as \_\_\_\_\_ in the office of the Sr. Deputy Directors General, Gujarat LSA, Department of Telecommunications, Ahmedabad 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 contravention of any provision in the rules/order 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.