



GOVERNMENT OF INDIA  
MINISTRY OF COMMUNICATIONS  
DEPARTMENT OF TELECOMMUNICATIONS  
Office of Sr DDG, KERALA LSA, CTSD COMPOUND,  
GANDHI NAGAR, ERNAKULAM, KERALA- 682020.

No. TERM/KRL/Deputation /2018-19/1

Dated 11/12/18

**NOTIFICATION**

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

Sr. DDG, Kerala License Service Area, Department of Telecommunications, Ernakulam 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/ Union territories/ PSUs/Universities/Recognized Research institutions as per the details given below:

Name of the Cadre	Scale of Pay (as per 6 <sup>th</sup> Pay Commission)	Place of Posting and no.of posts likely to be filled
Assistant Director , Group B Gazetted	Pay Matrix Level 8 of 7 <sup>th</sup> CPC (Rs 47,600 – 1,51,100)	At Ernakulam-06
		At Thiruvananthapuram-01
Junior Telecom Officer Group B Gazetted	Pay Matrix Level 7 of 7 <sup>th</sup> CPC (Rs 44,900 – 1,42,400)	At Ernakulam-02
		At Thiruvananthapuram-01

2. The eligibility conditions to apply for the above posts are given in Annexure -I and the eligibility may be determined with reference to the last date prescribed for receipt of nominations. 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. The applicant may be offered a deputation post which may be lower than that applied at his / her substantive or

*[Signature]*

higher grade based on his / her qualification and work experience, purely at the discretion of the appointing authority. In such cases, the applicant may be permitted to withdraw his / her application, if not satisfied with the offer of appointment to a deputation post which may be lower than that applied". The deputation can be terminated before completion of the tenure at the discretion of the Head of the LSA.

4. The pay, terms and conditions of deputation may be regulated by DoP&T OM No. 6/8/2009- Estt,(Pay-II) dated 17.06.2010, DoPT OM No 2/11/2017 – Estt(pay II) dated 24/11/2017, OM issued by DoT (HQ) New Delhi vide no. 1-50 (22)/2015-Estt. dated 11.12.2017 and further orders issued in this regard.

5. The applications of the willing and eligible officers whose services can be spared on their selection may be sent in the prescribed Pro forma (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) of this office. Officers who volunteer for the post will not be permitted to withdraw their names later. Belated/ incomplete applications not accompanied by supporting certificates/documents in support of Qualification and Experience claimed by the candidates would not be processed.

6. Advance/Direct copy of application may be sent to Director(Admin) by post or e-mail at the address and e-mail mentioned below.

**7. The last date to send the application to Director(Admin) of this Office is 28/01/18 .**

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)

Encl: Annexure I, II, III, IV & V.



Geetha Godwin ITS,  
DIR (Admin), O/O Sr DDG, Kerala LSA, DOT, Ernakulam  
Ph:0484 2207700  
Email: [dira.krl-dgt-dot@nic.in](mailto:dira.krl-dgt-dot@nic.in)



## Copy to:

1. DGT, DOT, New Delhi
2. Sr.DDG TERM, DOT HQ, New Delhi./DDG(A&W),DGT,DOT HQ
3. DDG (Estt.), DOT HQ, New Delhi.
4. Director ( IT), DOT, Sanchar Bhavan, 20, Ashoka Road, New Delhi: For publishing on the DOT Website under 'Vacancies'.
5. The CGM, BSNL, Kerala, TVM.
6. The CMD, BSNL, New Delhi.
7. The CMD, MTNL, New Delhi.
8. The Chief Secretary, Kerala Govt, Trivandrum
9. The CGMs, BSNL, Tamilnadu, Karnataka, Gujarat and Andhra Pradesh.
10. The CGMs, BSNL, STR , STP & Chennai Telecom District.
11. The CGMS, BSNL, Assam, NE – I & NE – II.
12. All Ministries/Departments of Govt of India/State Govts/Union territories as per list.
13. The Deputy Director(Advertising) PTI Building, Sansad Marg, New Delhi.
14. The Director, Press Information Bureau, Thiruvananthapuram.

*[Handwritten signature]*

**Eligibility conditions****1. Assistant Director**

A) Officers from Central/State Govt/Union territories/PSUs/Universities/Recognized Research institutions.

i) Holding analogous post of Assistant Director on regular basis in the parent cadre or department in Level 8 (Rs 47,600-151100) in the Pay Matrix of 7<sup>th</sup> CPC; **OR**

ii) With two years service in the level rendered after appointment thereto on a regular basis in posts in level-7 (Rs.44900-142400) in the pay matrix of 7<sup>th</sup> CPC; **OR**

iii) with six years service in the level rendered after appointment to the post on a regular basis the level-6 (Rs.35400-112400) in the pay matrix of 7<sup>th</sup> CPC; **OR**

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

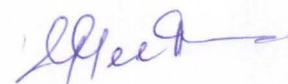
**B) Educational Qualification:**

- i) a degree in Engineering or its equivalent(Grad IETE, AMIE etc) recognized by Govt. of India in 'Electrical and Electronics' or 'Electronics and Communication' or 'Computer Science' or 'Information Technology' or 'Instrumentation'; **OR**
- ii) Master of Science in Physics or Electronics or 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:** Shall not exceed 56 years as on the closing date of receipt of applications.





**E) Work Experience:-**

The officer should have worked for at least 6 years in establishing or maintaining Telecom/New Generation Telecom network/Mobile/Computer Network or Admin/Estt related work in Office or Work/Projects/Study conducted in the related fields as listed in the job profile.

**2. Junior Telecom Officer:-**

A) Officers working under the Central / State Govt/ Union territories/ PSUs/Universities/Recognized Research institutions.

- i) Holding analogous post of Junior Telecom Officer on regular basis in Central/State Govt in posts in level-7 (Rs.44900-142400) in the pay matrix as per 7<sup>th</sup> CPC **OR**
- ii) with five years service rendered after appointment to the post on a regular basis in level-6 (Rs.35400-112400) in the pay matrix as per 7<sup>th</sup> CPC **OR**
- iii) Holding JTO or analogous post in BSNL/MTNL/ITI/TCIL/Any other PSUs in the pay scale of 16400-40500 in current IDA scales.

**B) Educational Qualification:**

- i) a degree in Engineering or its equivalent(Grad IETE, AMIE etc) recognized by Govt of India in 'Electrical and Electronics' or 'Electronics and Communication or 'Computer Science' or 'Information Technology' or 'Instrumentation; **OR**
- ii) Master of Science in Physics or Electronics or 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:** Shall not exceed 56 years as on the closing date of receipt of applications.

**E) Work Experience:**

The officer should have worked for at least 3 years in establishing or maintaining Telecom/New Generation Telecom network/Mobile/Computer Network or Admin/Estt related work in Office or Work/Projects/Study conducted in the related fields as listed in the job profile.

**JOB PROFILE****Assistant Director & Junior Telecom Officer:-****1. Security**

- i) Operation and Maintenance of CMS/IMS.
- ii) Curbing illegal activities /Control over clandestine/illegal operation of telecom networks.
- iii) Security related inspection of Internet Lease Line, International/National Private Leased Circuit & Security Audit of Telecom Network of Service Provider.
- iv) Analysis of call/subscription/traffic data of various licensees.
- v) Detection and Analysis of Non-genuine IMEI Cases.

**2. Technology**

- i) Inspection of Telecom Service Providers (Access Service, NLD, ILD, ISP, OSP, IP, VSAT, etc.)
- ii) Other Service Provider (OSPs) Registration.
- iii) Telecommunication Services in response to Disaster.
- iv) Verification of VLR data.
- v) Matters related to NOC for selling of the global calling cards, international SIMs etc.
- vi) Ascertaining that the licensee is providing the services within permitted area.
- vii) Time synchronization of Telecom Networks.
- viii) Secured Dedicated Communication Network.

**3. Compliance**

- i) Matters related to Electro Magnetic Radiation (EMR) emission from Telecom Installations & Tarang Sanchar Portal
- ii) Subscriber Document Verification with the objective to ascertain whether the mobile service operators are following the DoT guidelines for subscriber verification before providing connections.
- iii) Service Testing of various Licensed Service Providers in the Licence are and checking roll out obligations as per license condition.
- iv) issues related to Mobile Number portability.



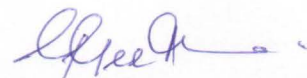
**4) Admin**

- i) Grievance redressal of subscribers in respect of deficiency by various operators and interaction on social media
- ii) Responding RTI queries /parliamentary matters.
- iii) Holding of workshops conferences and presentations.
- iv) Handling Court cases.

**5) Rural**

- i Right of Way (RoW) related issues and coordination with State Governments.
- ii Network coverage/connectivity of villages for Direct Benefit Transfer (DBT) mission and of Banks in rural areas.
- iii Inspection of LWE&USOF sites for technical compliance being funded by DoT.
- iv Implementation of Environmental sustainable Technologies in rural areas.

AD/JTO level Officers selected may be posted in any of the verticals depending on their experience and Office requirements. They may be assigned any other work from time to time on need basis.



**BIO-DATA/CURRICULUM VITAE PROFORMA**

1 Name and Official Address (in Block Letters) e-mail id & Mobile No.		Affix latest Passport size Photograph self attested
2. Residential Address with phone No.		
3. Date of Birth (in Christian era)		
4. i) Date of entry into service		
ii) Date of retirement under Central /State Government Rules		
5. Educational Qualifications		
6. 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 the authority for the same)		
<b>Qualifications/Experience required as mentioned in the advertisement/Vacancy circular</b>	<b>Qualifications/experience possessed by the officer</b>	
<b>Essential</b>	<b>Essential</b>	
A) Qualification	A) Qualification	
B) Experience	B) Experience	
<b>Desirable</b>	<b>Desirable</b>	
A) Qualification	A) Qualification	
Note: In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.		
7. Please state clearly whether in the light of entries made by you above you meet the requisite Essential Qualifications and work experience of the post.		





8. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

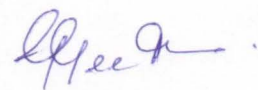
**\*Important:** Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay band and Grade Pay/Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the candidate, may be indicated as below:

Office/Institution	Pay, Pay Band and Grade Pay drawn under ACP/MACP Scheme	From	To

9. Nature of present employment ie adhoc or Temporary or Quasi-permanent or 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 the parent Office/organization to which the applicant belongs	d) Name of the post and pay of the post held in substantive capacity in the parent organization
10.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre /Clearance Vigilance Clearance and integrity certificate.			
11. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.			

*Officer*

<b>12. Additional details about present employment:</b> Please state whether working under (indicate the name of your employer against the relevant column) a) Central Government b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others		
13. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.		
14. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.		
15 Basic pay and Total emoluments per month now drawn		
16 In case the applicant belongs to an Organization which is not following the Central Government Pay-Scales, the latest salary slip issued by the Organization showing the following details may be enclosed.		
Basic Pay with scale of pay and rate of increment	Dearness relief/other etc., (with details)	Pay/Interim Allowances break-up
		Total emoluments
17. A) Additional information, if any, relevant to the post you applied for in support of your suitability for the post (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/ Advertisement) (Note: Enclose a separate sheet, if the space is insufficient)		
17. B) Achievements : The candidates are requested to indicate information with regard to; (i) Research publications and reports and special projects (ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions /societies and ; iv) Patents registered in own name or achieved for the organization v Any research /innovative measure involving official recognition vi) any other information.		
18) Whether belongs to SC/ST		





I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

( Signature of the Applicant)

Address \_\_\_\_\_

\_\_\_\_\_

Place:

Date:

*[Handwritten Signature]*

ANNEXURE — IVDECLARATION

- I, ----- hereby declare that my posting as ----- in the office of the Sr DDG, Kerala LSA, Department of Telecommunications, Ernakulam 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 Applicant.

Signature of the Controlling Officer with seal





ANNEXURE — V**Certificate by the Employer/Cadre Controlling Authority**

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/She possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he /she will be relieved immediately.

Also certified that;

- i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt. \_\_\_\_\_
- ii) His/Her integrity is certified.
- iii) Photocopies of the APARs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- iv) No major/minor penalty has been imposed on him/her during the last 10 years OR A list of major/minor penalties imposed on him/her during the last 10 years is enclosed.(as the Case may be)

Countersigned

\_\_\_\_\_

(Employer/Cadre Controlling Authority with Seal)

Place:

Date:

