

New Delhi, the 22<sup>nd</sup> 12/09

CIRCULAR MEMORANDUM

Applications are invited on deputation (including short-term contract) for filling up four (4) posts of Deputy Director (Tech) carrying Pay Scale of Rs. 37400-67000+ Rs.8900/- Grade Pay under the Ministry of Home Affairs. The educational qualifications, experience and other eligibility conditions for the post are furnished below:

**Deputation (including short-term contract):**

Officers under the Central/State Governments/Public Sector Undertakings/Recognised Research Institutions/Universities/Semi-Government/Autonomous or Statutory Organisation :-

- (a)(i) Holding analogous posts on regular basis in the parent cadre/department; or
- (ii) With four years service in the grade rendered after appointment thereto on regular basis in posts in the scale of pay of Rs. 14300-18300 (pre-revised) or equivalent in the parent Cadre/department; and

**(b) Possessing the following educational qualifications and experience :**

- (i) Bachelor's degree in Electronics Engineering or Electronics and Communication Engineering or Electronics and Tele-Communication Engineering or Aeronautical Engineering or Chemical Engineering or Mechanical Engineering or Computer Science/Engineering or B.E./B.Tech in Information Technology from a recognised University or equivalent.
- (ii) Nineteen years experience in Research and Development or Manufacture or Application in the areas of Telecommunication equipment or Computer or Tele-Communication Network or Signal Monitoring or Comint or Technint or Information Technology.

**Duties attached to the post:**

To provide technical guidance to the wireless communication wing; Planning and co-ordination of development and research work in WT wing; Administrative matters in respect of WT staff; to initiate, conduct and supervise high level research in the field of Electronics, Photo and Chemistry; High level liaison with other organization of the Govt. of India for co-ordinated programme of R&D etc.

The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion. Period of deputation/contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Government shall not exceed five years.

(The maximum age-limit for appointment by deputation (including short-term contract) shall be not exceeding 56 years as on the closing date of receipt of applications.)

2. Officers who fulfill the above mentioned conditions of eligibility may submit their applications to their employers, who may forward the same along with the following papers/documents so as to reach the Assistant Director, Post Box No.5319, Chanakyapuri, New Delhi-110001 **within 60 days** from the date of publication of this advertisement.

- i) Statement of Bio-data in the prescribed proforma (as per Annexure-II) in duplicate duly signed by the candidate and forwarded through proper channel.
- ii) Up to date CR dossiers for the last five years or its attested copies attested on each page by an officer not below the rank of Under Secretary.
- iii) Vigilance Clearance Certificate.

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Director (Staff)

6.1.10  
21/12/09

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Handwritten notes: "32/12/10", "SSU/CSO/094", "24/12/09"


Handwritten notes: "JS (Admin)", "No. 1610", "Date 24/12/09"

Handwritten notes: "21/12/09", "31/12/09", "Pl. circulate", "21.10", "24/12/09"

- iv) Integrity certificate.
- v) A statement of major/minor penalty, if any, imposed on the officer during the last 10 years.
- vi) Cadre Clearance Certificate.

3. Applications complete in all respect duly forwarded through proper channel only will be entertained. Applications received after the last date or without all or any of the above documents or otherwise found incomplete will not be considered and no correspondence will be made or entertained in this regard. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

4. The officer inducted/selected to these posts will be on deputation initially for a period of three (3) years which could be further extended by another 2 years, during which his service will be governed by terms of deputation as laid down in the DOP & T OM No. 2/29/91 (Estt) (Pay-II) dated 05-01-94 as amended from time to time.

  
(S. C. Sivaji Rao) 21.12.89  
Deputy Secretary/Pers-1

To

The Secretary

[All Ministries as per the list below]

- for wide circulation of the vacancy inter-alia, among the departments.

Attached and subordinate officers, Public Sector Undertakings, Research Institutions,

Universities/Semi-Government/Autonomous or Statutory Organisations etc. under them].

1. Ministry of Agriculture
2. Ministry of Chemicals and Fertilizers
3. Ministry of Civil Aviation
4. Ministry of Coal
5. Ministry of Commerce and Industry
6. Ministry of Communications and Information Technology
7. Ministry of Consumer Affairs, Food and Public Distribution
8. Ministry of Corporate Affairs
9. Ministry of Culture
10. Ministry of Defence
11. Ministry of Development of North Eastern Region
12. Ministry of Earth Sciences
13. Ministry of Environment and Forests
14. Ministry of External Affairs
15. Ministry of Finance
16. Ministry of Food Processing Industries
17. Ministry of Health and Family Welfare
18. Ministry of Heavy Industries and Public Enterprises
19. Ministry of Home Affairs
20. Ministry of Housing and Urban Poverty Alleviation
21. Ministry of Human Resource Development
22. Ministry of Information and Broadcasting
23. Ministry of Labour and Employment
24. Ministry of Law and Justice

25. Ministry of Micro, Small and Medium Enterprises
26. Ministry of Mines
27. Ministry of Minority Affairs
28. Ministry of New and Renewable Energy
29. Ministry of Overseas Indian Affairs
30. Ministry of Panchayati Raj
31. Ministry of Parliamentary Affairs
32. Ministry of Personnel, Public Grievances and Pensions
33. Ministry of Petroleum and Natural Gas
34. Ministry of Power
35. Ministry of Railways
36. Ministry of Rural Development
37. Ministry of Science and Technology
38. Ministry of Shipping, Road Transport and Highways
39. Ministry of Social Justice and Empowerment
40. Ministry of Statistics and Programme Implementation
41. Ministry of Steel
42. Ministry of Textiles
43. Ministry of Tourism
44. Ministry of Tribal Affairs
45. Ministry of Urban Development
46. Ministry of Water Resources
47. Ministry of Women and Child Development
48. Ministry of Youth Affairs and Sports
49. Department of Electronics
50. Department of Science & Technology
51. Department of Space
52. Department of Atomic Energy
53. Department of Statistics
54. Director General, CRPF
55. Director General, ITBP
56. Director General, CISF
57. Director General, CRPF
58. Director General, BSF
59. Director General, Assam Rifles, Shillong
60. Director General, SSE
61. Director General, NSG
62. Director General, BPR & D
63. Director General, National Informatics Centre, Dept. of Information Technology,  
Ministry of Communication & Information Technology, A Block, CGO Block, Lodhi  
Road, New Delhi -3.
64. Director, CBI
65. Director, Co-ordination Police Computers
66. Director, Police Telecommunication
67. Director A.R.C., D.C.S.
68. The Chairman, University Grants Commission, New Delhi,  
with the request to widely circulate the vacancy among Universities/Research  
Institutions too.
69. Deputy Director General, Department of Telecommunication, 10<sup>th</sup> Floor, Sanchal  
Bhavan, 20 Ashoka Road, New Delhi.
70. CM (HR), ITI Bhavan, Registered & Corporate Office, Doorwani Bhawan,  
Bangalore - 16.

71. Deputy General Manager (MTNL), F.NO.603-6th Floor, Mahanagar Door Sanchar Bhavan, Jawahar La. Nehru Marg, New Delhi.
72. General Manager(Pers), BSN Ltd., Bharat Sanchar Bhavan, Janpat - 0001
73. Chief Secretaries of all State Governments with request to widely circulate the vacancies among all the Departments.

### STATES

1. Andhra Pradesh (Hyderabad)
2. Arunachal Pradesh (Itanagar)
3. Assam (Guwahati)
4. Bihar (Patna)
5. Chhattisgarh (Raipur)
6. Delhi
7. Goa (Panaji)
8. Gujarat (Anmedabad)
9. Haryana (Chandigarh)
10. Himachal Pradesh (Shimla)
11. Jammu & Kashmir (Srinagar)
12. Jharkhand (Ranchi)
13. Karnataka (Banglore)
14. Kerala (Trivandrum)
15. Madhya Pradesh (Bhopal)
16. Maharashtra (Mumbai)
17. Manipur (Imphal)
18. Meghalaya (Shillong)
19. Mizoram (Aizwal)
20. Nagaland (Kohima)
21. Orissa (Cuttack)
22. Punjab (Chandigarh)
23. Rajasthan (Jaipur)
24. Sikkim (Gangtok)
25. Tamil Nadu (Chennai)
26. Tripura (Agartala)
27. Uttaranchal (Dehradun)
28. Uttar Pradesh (Lucknow)

### UTs

1. A & N Island (Port Blair)
2. Chandigarh
3. Pondichery
4. Dyanab & Diu
5. Dadar Nagar Haveli
6. Ladshadweep

BIO-DATA PROFORMA

1. Name of the post applied for :
2. Name & Address in Block letters :
3. Date of Birth (in Christian era) :
4. Date of retirement under Central :
  - a. State Govt. rules
5. Educational Qualifications :
6. Whether Educational and other :
  - a. qualifications required for the post
  - b. are satisfied. (If any other quali-
  - c. fication has been treated as equi-
 valent to the one prescribed in the rules, state the authority for the same).

Qualification/Experience Required	Qualification/Experience Possessed by the Officer

7. Please state clearly whether in the light of entries made by you above you meet the requirements 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/Inst./ Organisation	Post held	From	To	Scale of Pay & Basic Pay	Nature of Duties

\* [ Basic Pay in the post being held on regular basis]

9. Nature of present employment i.e. adhoc or temporary or quasipermanent or on permanent contract

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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 Govt.
- b) State Govt.
- c) Autonomous Organisations
- d) Government undertakings
- e) Universities

12. 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

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 belongs to SC/ST :

16. In case of absorption, the consent for absorption be given :

17. Remarks :

Signature of candidate

Name: \_\_\_\_\_

Address \_\_\_\_\_

Telephone Nos. Office \_\_\_\_\_

Certificate to be furnished by the employer/Head of Office/Forwarding Authority

Certified that the particulars furnished by \_\_\_\_\_ are correct and he/she possesses educational qualifications and experience mentioned in the circular.

Also certified that :

- i) There is no vigilance case pending/contemplated against him/her.
- ii) His complete CR dossier/ACRs for the last 5 years duly attested ( on each page) by an officer of the rank of Under Secretary to the Government of India are enclosed.
- iii) His Integrity is beyond doubt.
- iv) No major/minor penalties has been imposed on him during the last 10 years/list of major/minor penalties imposed on him/her during the last 10 years is enclosed.

[Strike out which is not applicable]

Dated :

Place :

Signature :

Name & Designation  
of the employer.  
{with Seal}