F.No-21/12/2018-CS.I (P)
Government of India
Ministry of Personnel, Public Grievances & Pensions
(Department of Personnel & Training)

*****

2nd Floor, A Wing, Lok Nayak Bhawan,
Khan Market, New Delhi
Dated 4th February, 2019

OFFICE MEMORANDUM

Subject:- Filling up of posts in National Water Development Agency and Dr. Ambedkar International Center on deputation basis.

The undersigned is directed to circulate herewith under mentioned two vacancy circulars received from National Water Development Agency and Dr. Ambedkar International Center along with its enclosures for the information of all CSS officers.

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Department/Ministry</th>
<th>Name of Post</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>National Water Development Agency</td>
<td>Director (Admin)</td>
</tr>
<tr>
<td>2.</td>
<td>Dr. Ambedkar International Center, New Delhi</td>
<td>Financial Adviser</td>
</tr>
</tbody>
</table>

2. It may be noted that cadre clearance from CS-I Division will be required in case of Under Secretary and above level officers of CSS applying for deputation.

3. In case of any further clarifications, applicants are advised to contact concerned Ministry/Department.

(George D. Toppo)
Under Secretary to the Government of India
Tel: 24642705

To
All Ministries/Departments (through website of DoP&T)
CIRCULAR

Sub: Appointment to the post of Director (Admn.) in National Water Development Agency on deputation basis.

It is proposed to fill up one post of Director (Admn.) (Group ‘A’ Ministerial) in Level-12 (Rs. 78800-209200/-) of Pay Matrix as per CCS (Revised) Pay Rules, 2016 in the National Water Development Agency, an autonomous Organisation under Ministry of Water Resources, River Development and Ganga Rejuvenation, on deputation (including short term contract) basis from amongst the suitable and willing officers under the Ministries / Departments of Central Government / State Governments / Public Sector Undertakings / Semi Govt. / Statutory / Autonomous Organizations; holding analogous post on regular basis in the parent cadre / department; or having 5 years of regular service in Level-11 (Rs. 67700-208700/-) of Pay Matrix (Pay Band of Rs.15600-39100/- and Grade Pay of Rs.6600/- as per 6th CPC) or equivalent in the parent cadre / department; and possessing a Degree from a recognized University or equivalent; and possessing at least 5 years experience in administration, office procedures establishment and housekeeping functions and thorough knowledge of Central Government rules and regulations and their applicability. The maximum age limit for appointment on deputation (including short term contract) shall not exceed 56 years as on the closing date for receipt of applications. The officer selected will be posted at New Delhi. The Organizational set up and other details can be seen on website http://www.nwda.gov.in.

It may please be noted that appointment on deputation of the official will be on Foreign Service terms and conditions for a period of 3 years including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other department/organization. The pay of the officers selected for deputation will be regulated in accordance with the provisions contained in DOPT O.M. No.6/08/2009-Estt (Pay-II) dt.17.6.2010 and as amended from time to time. The officer selected will not be eligible for General Pool Accommodation allotted by the Government. Officer selected for appointment to the post will be exempted from the condition of permanent absorption.
Complete Bio-data of suitable and willing officers, who fulfill the requisite qualifications and experience for the post, may be obtained in the format enclosed and forwarded with their up to date Confidential Report Dossiers (last 5 years ending) and Vigilance Clearance Certificate to the “Dy. Director (Admn.), National Water Development Agency, 18-20 Community Centre, Saket, New Delhi-110017” so as to reach within a period of **45 days** from the date of publication of the advertisement in the Employment News. The candidates, once selected for the post, will not be allowed to withdraw their candidature subsequently. It may please be noted that the incomplete applications will not be entertained.

Encl: As above.

(Rakesh Kumar Gupta)
Dy. Director (Admn.)

Copy to :-

1. All Ministries of Government of India (as per list enclosed).
2. All State/Union Territory Governments (as per list enclosed).
3. Chief Engineer (South) / (North), NWDA, Hyderabad / Lucknow.
4. Director (MDU), NWDA, Saket, New Delhi for uploading on NWDA website.
5. Technical Director, NIC, MoWR, RD & GR, Shram Shakti Bhawan, New Delhi with the request to upload the above circular on the website of MoWR, RD & GR.
6. Under Secretary (CS-I), Department of Personnel & Training, 2nd Floor Lok Nayak Bhawan, Khan Market, New Delhi with the request to give publicity of the above circular through DoPT website.
7. Notice Board, NWDA, Saket/Palika Bhawan, New Delhi.
PROFORMA

(To be filled by the person concerned)

Application for the post of ____________________________

1. Name of the Officer : ____________________________

2. Date of Birth : ____________________________
   (both figures and words)

3. Date of Superannuation : ____________________________

4. Educational & Professional Qualifications. : ____________________________

5.(a) Date of commencement of service : ____________________________
   (b) Please indicate clearly whether the official belongs to Central Govt.
   / State Govt./Union Territory Administration / Public Sector
   Under-taking/Semi Govt./Statutory/Autonomous Organization : ____________________________

6. Date of appointment to the post : ____________________________

7. Details of professional experience:
   (post held & period of service rendered against each post to be indicated)

8. Details of the appointment held at present in the parent department : ____________________________

9. a) Name of the post and its Level of Pay Matrix : ____________________________
    b) Date of appointment : ____________________________
    c) Date from which held on regular basis : ____________________________
    d) Present pay & allowance and date from which drawn : ____________________________

10. Earliest date by which the official can report for duty, if selected : ____________________________

11. Present address (in full) & Phone Number : ____________________________
    a) Office : ____________________________
    b) Residence : ____________________________

12. Permanent Address & Phone Number : ____________________________

13. Whether belongs to SC/ST/OBC category : ____________________________

14. Any other information/details : ____________________________

Signature of applicant
राष्ट्रीय जल विकास अभिकरण
(जल संसाधन, नदी विकास और गंगा संरक्षण मंत्रालय, भारत सरकार)
National Water Development Agency
(Ministry of Water Resources, River Development and Ganga Rejuvenation, Government of India)

संख्या: 5/1/2019-प्रशा. / 732 – 804

दिनांक: 14/01/2019

परिपत्र

विषय: राष्ट्रीय जल विकास अभिकरण में प्रतिनिधित्व पर निदेशक (प्रशा.) का वर्तमान होने के संबंध में।

राष्ट्रीय जल विकास अभिकरण, जल संसाधन, नदी विकास और गंगा संरक्षण मंत्रालय के अधीन स्वयंसेवक निकाय में, प्रतिनिधित्व आधार पर (लघु अधिक अनुबंध सहित) वेतनमान लेवल-12 (रूपये 78000-209200/-) सी.सी.एस. (संस्थापक) वेतन नियम, 2016 के अंतर्गत निदेशक (प्रशा.) (Group ‘A’ Ministerial) के एक पद को भरने के लिए केन्द्र/राज्य सरकार/सरकारी क्षेत्र के निकायों/सांख्यिक संगठनों/अर्थव्यवस्था तथा स्वयंसेवक निकायों के योग से हजारों अधिकारियों से जो नियुक्ति की तृती थी अपने मूल केंद्र/क्षेत्र में सदृश पद पर है या वेतनमान लेवल-11 वेतन मैट्रिक्स (रूपये 67700–208700/-) (वेतन बैंड रूपये 15600–39100/- एवं ब्रेक वेतन रूपये 6600/- 6th CPC के अनुसार) में कम से कम पाँच वर्ष की नियुक्ति सेवा पूरी कर ली हो तथा किसी मान्यता प्राप्त विश्वविद्यालय या संस्कृति से प्राप्त डिग्री वाली तथा केंद्रीय सरकार के कार्यालयों के नियमों, अधिनियमों, हाइकुटिंग कार्यालय में तथा उनकी अस्थायी तकनीकियों के वार्षिक रूप से पांच वर्ष का अनुभव रखते हैं। इस पद पर नियुक्ति के पद पर है। प्रतिनिधित्व (लघु अधिक अनुबंध सहित) द्वारा नियुक्ति से, राष्ट्रीय जल विकास अभिकरण में पद पर नियुक्ति की अवधि 56 वर्ष से अधिक न हो। इस पद पर नियुक्ति अधिकारी को नई दिल्ली में तैनात किया जाएगा। राज.वि.स. का संगठनात्मक बांधा एवं अन्य जानकारी वेबसाइट http://www.nwda.gov.in पर उपलब्ध है।

प्रतिनिधित्व निदेशक सेवा तर्क के आधार पर नियुक्ति 3 वर्ष के अवधि पर होगी। जिसमें इस संगठन या अन्य संगठन में इस नियुक्ति से ठीक पहले नियुक्ति पद पर प्रतिनिधित्व की अवधि शामिल है। प्रतिनिधित्व के पद पर चयनित अधिकारी का वेतन कार्यक्रम एवं प्रशिक्षण विभाग के कार्यालय ज्ञापन संख्या 06/08/2009–स्था. (वेतन-1) दिनांक 17.06.2010 के प्राधिकृत तथा इसमें सम्य-समय एवं सुविधा के अनुसार समावेशित किया जाएगा। चयनित अधिकारी सामान्य आवास पूल के हकदार नहीं होंगे। यदि नियुक्ति हेतु पुनः एक अधिकारी को स्थाई आमेलन की स्थिति में भूत स्थान जाएगा।
उच्चत पद के लिए आवेदक शैक्षणिक अह्वाल एवं अनुभव रखने वाले योग्य एवं स्थायी अधिकारी उन्मत माध्यम द्वारा पूर्ण बांग्लादेश अपनी गोपनीय रिपोर्ट डोजियर (पिछले पांच वर्ष की) एवं इस प्रमाण पत्र के साथ कि उनके विरुद्ध कोई सत्कार मामला विचाराधीन नहीं है संलग्न प्रकार में उनके शक्ति आधिकारिक द्वारा सत्यापित करना कर आवेदन करें। यह आवेदन रोजगार समाचार में प्रकाशन के 45 दिनों के भीतर उप निदेशक (प्रशा.), राष्ट्रीय जल विकास अभियान, 18–20, सामुदायिक केंद्र, साकेट, नई दिल्ली-110017 को आप की कार्यवाही के लिए पहुँच जाना चाहिए। व्यवस्थित अधिकारी के बाद में अपना आवेदन वापस लेने की अनुमति नहीं होगी। आवेदन पत्र पूर्ण न होने की दशा में उस पर विचार नहीं किया जाएगा।

संलग्न : यथोपरेः।

[संकेत कुमार गुप्ता]
उप निदेशक (प्रशा.)

प्रतिलिपि:

1. भारत सरकार के सभी मंत्रालय (संलग्न सूचि के अनुसार)।
2. सभी राज्य / केंद्र शासित सरकार (संलग्न सूचि के अनुसार)।
3. मुख्य अभियंता (डीडी / उत्तर), रा.ज.वि.आ. लैंडियाबाद / लखनऊ।
4. निदेशक (रा.ज.वि.आ.), साकेट, नई दिल्ली को वेबसाइट पर परिप्रेक्ष्य अपलोड करने के लिए।
5. तकनीकी निदेशक, एन.आई.सी., जल संसाधन, नदी विकास और गंगा संस्कृत मंत्रालय, श्रम रत्नित भवन, नई दिल्ली को इस अनुरोध के साथ कि उपरोक्त परिप्रेक्ष्य मंत्रालय की वेबसाइट पर अपलोड करने का श्रम करें।
6. अक्षर संचित (लिएस–1), कार्यक्रम और प्रशिक्षण विभाग, दिल्ली टिक, लोक नायक भवन, खान मार्केट, नई दिल्ली को इस अनुरोध के साथ कि उपरोक्त परिप्रेक्ष्य भी.ोपी.टी. की वेबसाइट पर अपलोड करने का श्रम करें।
7. सूचना पदट, रा.ज.वि.आ., साकेट / पालिका भवन, नई दिल्ली
**VACANCY CIRCULAR**

Applications are invited for filling up of the post of Financial Advisor in the Dr. Ambedkar International Centre, Ministry of Social Justice and Empowerment, New Delhi, on deputation basis (including short term contract) from suitable candidates who fulfil the eligibility conditions as shown below:

<table>
<thead>
<tr>
<th>Sl No.</th>
<th>Name of post</th>
<th>No. of Post</th>
<th>Classification</th>
<th>Pay Scale (Rs.)</th>
<th>Eligibility Conditions</th>
</tr>
</thead>
</table>
| 1.     | Financial Adviser | One        | General Central Service; Group ‘A’ Gazetted Non-Ministerial | PB-4 Rs. 37400-67000+ GP Rs.8700/- | Transfer on deputation (Including Short-term contract): Officers under the Central/or State Govt./Union Territories/Universities/Recognized Research Institutions/Public Sector Undertaking /Autonomous semi Govt. or Statutory Organization etc. (a) (i) Holding analogous posts Pay Band-4 (Rs. 37400-67000) with Grade Pay of Rs. 8700 on regular basis); or (ii) With five years’ regular service in the posts pay Band-3 (Rs. 15600-39100) with Grade Pay of Rs. 7600 or equivalent; (iii) With ten years’ regular service in the posts Pay Band -3 (Rs.15600-39100) with Grade Pay of Rs. 6600 or equivalent; (b) Possessing the following educational qualification experience-Bachelor Degree in any subject from a recognized University with 15 years of administrative/academic/managerial experience; Desirable - Experience of accounts related/financial advice work. (Period of deputation including in another ex-cadre post held immediately preceding this appointment in the same
organisation/department shall ordinarily not exceed three years. The maximum age limit for receipt of appointment by deputation shall not exceed 56 years as on the closing date of receipt of applications.

Note: For the purpose of computing minimum qualifying service for the promotion, the service rendered on a regular basis by an officer prior to 01.01.2006/the date from which the revised pay structure based on the 6th Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade/pay scale extended based on the recommendations of the Commission. For the purposes of appointment on deputation/absorption basis the service rendered on a regular basis by an officer prior to 01.01.2006/the date from which the revised pay structure based on the 6th Central Pay Commission recommendations has been extended shall be deemed to be service rendered in the corresponding grade pay/pay scale extend based on the recommendations of the Commission except where there has been merger of more than one pre-revised scale of pay into one grade with common grade pay/pay scale, and where this benefit will be extended only for the post(s) for which that grade pay/pay scale is the normal replacement grade without any upgradation.

2. The pay of the officer selected will be regulated in accordance with DOP&T, OM No. 6/8/2009- Estt. (Pay-II) dated 17.06.2010, as amended from time to time.

3. Period of deputation including in another ex-cadre post held immediately preceding this appointment in the same organization/department shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of application. The deputation period would be initially for three years and extendable further as per prevailing rules/instructions.

4. The application and the enclosed proforma at Annexure-A can be downloaded from Ministry website socialjustice.nic.in. Application of eligible officers who can be spared in the
event of the selection may be forwarded through proper channel to the undersigned at the address given below within 45 days of publication of this circular in the Employment News along with (a) up-to-date ACR Dossiers of the candidate concerned or attested photocopies of the annual confidential reports for the last five years; (b) Vigilance Clearance Report clearly indicating that no disciplinary or criminal proceedings are either pending or contemplated against the officer concerned; (c) Statement showing the minor/major penalties imposed, if any, and (d) Integrity Certificate.

5. Application complete in all respect may be sent to Director, Dr. Ambedkar International Centre, 15, Janpath, New Delhi-110001

(N.S. Venketashwaran)

Under Secretary to the Govt. of India

To,

1. All Ministries/ Department of Government of India.
2. All Chief Secretaries of State / UTs.
3. All Central / State Universities or Institutions.
4. Director (CS), DoPT, Lok Nayak Bhawan, Khan Market, New Delhi- with the kind request to upload this circular on DoPT’s website for wider circulation.

Copy to

1. NIC, D/o Social Justice and Empowerment on the website of the Department under “What is New” and “Vacancy”.
2. Deputy Director (Media) for publishing the enclosed notice for the above vacancy circular in Employment News and the leading National Daily News paper.
CURRICULAM VITAE PROFORMA

1. Name and address (In BLOCK LETTERS)
2. Applied for the post of
3. Date of Birth (in Christian era)
4. Date of retirement under Central/state Government rule
5. Educational Qualifications
6. Whether belongs to SC/ST
7. Education qualifications and Experience possessed

<table>
<thead>
<tr>
<th>Qualifications/</th>
<th>Experience Required</th>
<th>Qualifications/Experience possessed by the Officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Essential</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Desirable</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

8. Details of employment, in chronological order (enclose a separate sheet duly authenticated by your signature, if the space below is insufficient)

<table>
<thead>
<tr>
<th>OFFICE/</th>
<th>POST HELD AND SERVICE/ CADRETO WHICH IT BELONG</th>
<th>FROM</th>
<th>TO</th>
<th>PAY IN THE PAY BAND AND CLASSIFICATION OF POST</th>
<th>NATURE OF DUTIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>INSTITUTE/ ORGANISATION</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(1)</td>
<td>(2)</td>
<td>(3)</td>
<td>(4)</td>
<td>(5)</td>
<td>(6)</td>
</tr>
</tbody>
</table>

9. Nature of Present employment, i.e
i. Ad-hoc basis
ii. Regular/on temporary basis
iii. Pay in the pay band
iv. Grade pay drawn

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 Government
(b) State Government
(c) Autonomous Organization
(d) Government Undertaking
(e) Universities

12. Are you in Revised Pay Structure? 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

16. Remarks

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post. It is also certified that the information furnished above is correct and true to the best of my knowledge. In the event of my selection I shall abide by the terms and conditions of services attached to the post.

Signature of the candidate

Date:

Address:

Certificate to be given by the authorized signatory of the parent office

Certified that 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 vacancy circular. If selected, he/she will be relieved immediately.

2. It is also certified:
   (i) That there is no vigilance/disciplinary case or criminal case pending or contemplated against Shri ..........
   (ii) That his/her integrity is certified.
   (iii) That his/her ACR/APAR dossier in original is enclosed/photocopies of the ACRs/APAR for the last five years duly attested by an officer of the rank of Under Secretary to the Govt. of India or above is enclosed.
   (iv) That no major/minor penalty has been imposed on him/her during the last ten years or A list of major, minor penalties imposed on him/her during the last ten years is enclosed (as the case may be).
   (v) That the cadre controlling authority has no objection to the consideration of the applicant for the post mentioned in this advertisement and if selected, he will be relieved immediately to join the post.

Signature

Name and Destination

Tel No.__________________________

Office seal

Place:

Date:

List of enclosures

1. 

2. 

3. 
VIGILANCE CLEARANCE CERTIFICATE.

Certified that no Vigilance case of disciplinary proceedings or criminal proceedings is either pending or contemplated against ......................... who has applied for the post of ......................... ............... in the Dr. Ambedkar International Center on deputation basis.

(Authorised Signatory)

Name & office Seal:
Date:
NO PENALTY CERTIFICATE

Certified that no minor/major penalty has been imposed during the last 10 years on 
......................................................... who has applied for the post 
of............................................................ in the Dr. Ambedkar International 
Center on deputation basis.

                         (Authorised Signatory)

Name & office Seal:

Date:

INTEGRITY CERTIFICATE

After scrutinizing Annual Confidential Report, Annual Reports of ......................................................... who has applied for the post of 
............................................................... in the Dr. Ambedkar International Center on 
deputation basis, it is certified that his/her integrity is beyond doubt.

                         (Authorised Signatory)

Name & office Seal:

Date:

(Not below the rank of Deputy Secretary)