



**Government of India
Ministry of Defence
Defence Res & Dev Organisation
Directorate of Personnel**

**Room No. 266, 2nd Floor, DRDO Bhawan, Rajaji Marg, New Delhi-110105
Tele: 011 - 2300 7298, Fax: 011 -2301 4576**

DOP/AA-1/68058/DEPU/19-20(SAO-I)

FILLING UP OF THE POSTS OF SENIOR ADMINISTRATIVE OFFICER GRADE-I IN DEFENCE RESEARCH & DEVELOPMENT ORGANISATION, MINISTRY OF DEFENCE ON DEPUTATION BASIS.

Applications from eligible candidates are invited for appointment to the post of Senior Administrative Officer Grade-I on deputation in DRDO, as per details given in Annexure- I.

- The selected officers will be entitled to normal deputation terms as admissible under the Central Government Rules in force from time to time (i.e. as per DOP&T norms).
- Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years.

Officers of the following categories need NOT apply for the above mentioned posts:-

- who have not been appointed on regular basis.
- who have not completed the probation period in their grade.
- who have attained 58 years of age before the last date of receipt of applications.
- The departmental candidates in the feeder grade who are in direct line of promotion.

4. The application in the proforma as given in Annexure-II may be sent through proper channel to Shri Pravin Kumar Das, Dy Director (Pers-AA-1), Room No. 266, Directorate of Personnel, DRDO Bhawan, Rajaji Marg, New Delhi - 110105 within 60 days from the date of issue of this advertisement in the Employment News alongwith the following:-

- Complete and up-to-date attested photocopies of APARs of the officers for the last 05 years (from 2014-2015 to 2018-19). Photocopies of APARs must be attested on each page by an officer not below the rank of Under Secretary or equivalent.
 - Certificate/ details of major/ minor penalties imposed on the officer during last 10 years; and
 - Vigilance and disciplinary clearance and integrity certificate in respect of those who could be spared in the event of their selection.
5. Applications received after the last date or without duly attested copies of APARs as indicated above or without the counter-signature of the employer, or otherwise incomplete, will not be considered. No action will be taken on advance copies of the applications or applications which are not received through proper channel.
6. While forwarding the application, it may be verified and certified that the particulars furnished by the officer are correct, there is no doubt, about the integrity of the officer, no major/ minor penalties have been imposed during last 10 years and no disciplinary case is either pending or contemplated against the officer.

WWW.JOBRIYA.IN

(Pravin Kumar Das)
Dy Director (Pers-AA-1)
for Chairman DRDO
Annexure-I

SENIOR ADMINISTRATIVE OFFICER GRADE-I

- Number of posts: 06 (Six)
- Location: Agra, Bangalore, Chennai, Chandipur, Gwalior, Hyderabad and Pune.
- Pay Scale: Pay Level 11 (Rs. 67700-208700)

*Note: The number of posts and locations given above are subject to change depending upon the requirement existing at the time of appointment.

Qualitative Requirements:

- Officers under the Central or State Governments or Union Territory:
 - Holding analogous posts on regular basis in the parent cadre or Department; or
 - With five years service in the grade rendered after appointment thereto on regular basis in Level -10 (Rs. 56100-177500) in the pay matrix in the parent cadre or department; and

(B) Possessing following educational qualifications and experience as under. -
Essential:

- Degree of recognised University.
- Six-years administration experience in a Government or Semi-Government Organisation or Commercial Organisation of repute.

Desirable

- Diploma in Personnel Management from a recognised Institution.
- Working experience in Scientific or Industrial or Technical Organisation or Departments.

Note 1: Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in the case of candidates otherwise well qualified.

Note 2: The qualification(s) regarding experience is/ are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing in the case of candidates belonging to Scheduled Castes and Scheduled Tribes, if at any stage of selection, the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

Note 3: For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to First January two thousand six (the date from which the revised pay structure based on the sixth CPC recommendations has been extended), shall be deemed to be service rendered in the corresponding grade pay/ pay scale extended based on the recommendations of the pay commission except where there has been merger of more than one pre-revised scale into one grade with a common grade pay/ pay scale, and where this benefit will extend only for the post(s) for which that grade pay/ pay scale is the normal replacement grade without any upgradation.

**ANNEXURE-II
APPLICATION FOR APPOINTMENT TO THE POST OF SENIOR
ADMINISTRATIVE OFFICER GRADE-I ON DEPUTATION BASIS IN DRDO,
MINISTRY OF DEFENCE**

01	(a) Name of the applicant (in Block letters): Complete postal address of the applicant's present office: (with PIN, Tele / FAX) (b) Complete postal address of the Cadre Controlling Authority (with PIN, Tele / FAX):	PHOTO				
02	Date of Birth (in Christian Era):					
03	Date of Retirement under Central Govt. Rules:					
04	Educational Qualifications:					
05	Whether Educational and other qualifications/ experience required for the post are satisfied: (a) Essential: (b) Desired:					
06	Please state clearly whether in the light of entries made by you above, you meet the requirement of the post:					
07	Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature:					
	Office	Post held	From	To	Scale of Pay and Basic pay	Nature of duties (in details)
08	Nature of present employment i.e., Ad-hoc or Temporary or Quasi-permanent or Permanent:					
09	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:					
10	Additional details about present employment. Please state whether working under (indicate the name of your employer against the relevant column) (a) Central Government (b) State Government (c) Autonomous Scientific/Technical Organisation					
11	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade:					
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. (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).					
15	Whether belongs to SC/ST					
16	Choice of stations for posting (in order of preference)					
17	Remarks (The candidates may indicate information with regard to (i) Research Publications and reports and special projects (ii) Awards/ Scholarship/ Official Appreciation (iii) Affiliation with the professional bodies/ institutions/ societies and (iv) any other information. (Note: Enclose a separate sheet if the space is insufficient)					

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.

Signature of the Candidate
Address
Date

Countersigned
(Employer with Seal)

UNDERTAKING

I hereby declare that above particulars are correct and true to the best of my knowledge and belief. *I, _____ undertake that in the event of my selection, to the post of Senior Administrative Officer Grade-I in DRDO, on deputation basis, I will not withdraw my candidature.*

Place : _____ Signature of the Candidate
Date : _____

Note: No column of the proforma should be left blank. Incomplete applications are liable to be rejected.

CERTIFICATE BY THE CADRE CONTROLLING AUTHORITY IN RESPECT OF SHR/ SMT

- Certified that the particulars furnished by the officer have been checked from available records and found correct.

Continued on page 15

National Bal Bhavan
Kolla Road, New Delhi - 110002
(Website: nationalbalbhavan.nic.in)

NOTICE FOR EXTENSION OF LAST DATE FOR RECEIPT OF APPLICATIONS FOR THE POST OF DIRECTOR, NBB

Reference vacancy notice for the post of Director, NBB published in the Employment News dated 05.03.2020 and Hindustan Times and Navbharat Times on 14.03.2020 and 19.04.2020 respectively. The last date for receipt of applications (Complete in all respect duly forwarded by the present employer) is extended upto 31.07.2020. For details visit our website- www.nationalbalbhavan.nic.in

EN 11/4

(Director, NBB)

National Capital Region Planning Board
(A Statutory Body under Ministry of Housing & Urban Affairs, Govt of India)
1st Floor, Core-IV B, India Habitat Centre
Lodhi Road, New Delhi-03

Recruitment of Law Officer

In continuation of Board's advertisement published in Employment News dated 05-11 October, 2019 for various posts, the last date for submission of application for the post of Law Officer in Pay Level-12 (7th CPC) has been further extended upto 31st August, 2020. For further details kindly visit Board's website i.e. <http://ncrpb.nic.in>

EN 11/12

MEMBER SECRETARY

DISCLAIMER

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Continued from page 14

2. Certified that the applicant is eligible for the post applied as per conditions mentioned in the circular/ advertisement.
3. Certified that no vigilance/ disciplinary case is either pending or contemplated against the applicant.
4. Integrity of the applicant is certified as 'Beyond Doubt'.
5. It is certified that no penalty has been imposed on the applicant during the last 10 years (Alternatively, penalty statement during the last 10 years may be enclosed).
6. Attested photocopies of Up-to-date APARs for the last 5 years (2014-2015 to 2018-2019) are enclosed. Photocopies of APAR have been attested on each page by an officer not below the rank of Under Secretary or equivalent.

Signature
Name, Designation & Tele of the forwarding Officer
(Office Stamp)

Date:

Place:

DUTIES OF SENIOR ADMINISTRATIVE OFFICER GDE-I

1. To assist the Director of the concerned Lab/ HQ in the administrative management of the Lab/Dte at this HQ.
2. To co-ordinate and supervise all administrative functions of the Lab viz. Recruitment, Promotion, Posting, Pay fixation, Leave etc.
3. To liaise with DRDO HQ on all administrative activities.
4. To ensure proper and effective manpower management.
5. To modernise office management using modern and latest office aids under the guidance of the Director/ other senior officers
6. Any other function entrusted to SAO-I from time to time.

davp 1030/11/0035/2021

EN 11/47



BIOTECHNOLOGY INDUSTRY RESEARCH ASSISTANCE COUNCIL

(A Govt. of India Enterprise)

Set up by Department of Biotechnology, Ministry of Science & Technology, Govt. of India

Vacancy Ref. No. : BIRAC/NBM-PMU/Vac/01/2020

Position under National Biopharma Mission at BIRAC

INDUSTRY-ACADEMIA COLLABORATIVE MISSION FOR ACCELERATING EARLY DEVELOPMENT FOR BIOPHARMACEUTICALS
INNOVATE IN INDIA (I3)

The National Biopharma Mission is an Industry-Academia Collaborative Mission of Department of Biotechnology (DBT), Ministry of Science & Technology, Govt. of India for Accelerating Early Development for Biopharmaceuticals to be implemented by Biotechnology Industry Research Assistance Council (BIRAC) - a Public Sector Undertaking of DBT. Approved by the Government for implementation at a total cost US\$ 250 million the Mission is co-funded 50% with World Bank loan assistance.

Applications are invited from qualified and experienced professionals for the position of Mission Director (Position Code : NBM-PMU/01) in the National Biopharma Mission - Program Management Unit at BIRAC, New Delhi, India.

For details please visit www.birac.nic.in

Last Date : 24th August, 2020

EN 11/16



DEFENCE INSTITUTE OF ADVANCED TECHNOLOGY

(Deemed to be University U/s 3 of UGC Act, 1956)

Girinagar, Pune - 411 025

ADVT. NO. 01-FP/NT-2020

RECRUITMENT OF TEACHING STAFF AND CONTRACTUAL NON-TEACHING POSITIONS

Department / School	Essential Qualification*	No. of Vacancies / reservation status	Department specific areas of required specializations at M.Tech. / Post-Graduate level
Professor : [Rs. 1,44,200/- Academic Pay Level 14, 7 th CPC]			
School of Quantum Technology	Ph.D & 10 Years of teaching experience	01 (UR)	Optical Communication / Optical Instrumentation / Sensor Technology / Quantum Technology / Laser Technology / Applied Optics / Quantum Physics
Associate Professor : [Rs. 1,31,400/- Academic Pay Level 13A, 7 th CPC]			
Electronics Engineering	Ph.D & 08 Years of teaching experience	01 (UR)	Signal Processing / FPGA / Wireless Optical Communication / Digital Signal Processing
Computer Science & Engineering		01 (SC)	AI / Cyber Security / Crypto Analysis / Machine Learning / Big Data Analysis
Assistant Professor : [Rs. 57,700/- Academic Pay Level 10, 7 th CPC]			
School of Quantum Technology	Masters Degree in relevant discipline with at least 55% marks with required area of specialization and cleared the NET conducted by UGC or CSIR.	02 (01 OBC) (01 SC)	Optical Communication / Optical Instrumentation / Sensor Technology / Quantum Technology / Laser Technology / Applied Optics / Quantum Physics
School of Robotics		02 (01 UR) (01 OBC)	Robotics / Mechatronics (Robot Kinematics & Dynamics, Robot Control & Programming will be preferred / desired)
Technology Management		01 (SC)	Human Resources Management / Innovation Management / Knowledge Management / Intellectual Property Rights
Electronics Engineering		02 (01 UR) (01 OBC)	Signal Processing / Detection & Estimation Theory, VLSI & Embedded Systems / Digital Electronics / Digital Communication

Last date of application is 07.08.2020. *For detailed qualifications and other pre-requisites & application form, please visit the link Careers on home page of DIAT website, www.diat.ac.in

Consultant (On Contract) : [Rs. 1,68,720/- per month (consolidated) for 01 year, pension, if any will be adjusted]

Department	Vacancy	Eligibility
Administration	01 (UR)	PG Degree with at least 55% marks, minimum 15 Years experience as Asst. Professor or 8 Years in Administration of educational institution

Last date of application is 07.08.2020. For detailed Advertisement & application form, please visit the link Careers on home page of DIAT website, www.diat.ac.in

EN 11/34



Government of India Ministry of Defence Defence Res & Dev Organisation Directorate of Personnel

Room No. 266, 2nd Floor, DRDO Bhawan, New Delhi-110105

Tele: 011 - 2300 7298, Fax: 011 -2301 4576

DOP/AA-1/68059/DEPU/19-20(SAO-II)

FILLING UP OF THE POSTS OF SENIOR ADMINISTRATIVE OFFICER GRADE-II IN DEFENCE RESEARCH & DEVELOPMENT ORGANISATION, MINISTRY OF DEFENCE ON DEPUTATION (ISTC) BASIS.

Applications from eligible candidates are invited for appointment to the post of Senior Administrative Officer Grade-II on deputation (Short Term Contract Basis) in DRDO, as per details given in Annexure-I.

2. The selected officers will be entitled to normal deputation terms as admissible under the Central Government Rules in force from time to time (i.e. as per DOP&T norms).
3. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years. Officers of the following categories need NOT apply for the above mentioned posts: -

- (i) who have not been appointed on regular basis;
- (ii) who have not completed the probation period in their grade;
- (iii) who have attained 56 years of age before the last date of receipt of applications;
- (iv) The departmental candidates in the feeder grade who are in direct line of promotion;

4. The application in the proforma as given in Annexure-II may be sent through proper channel to Shri Pravin Kumar Das, Dy Director (Pers-AA-1), Room No. 266, Directorate of Personnel, DRDO Bhawan, Rajaji Marg, New Delhi -110 105 within 60 days from the date of issue of this advertisement in the Employment News alongwith the following: -

- (a) Complete and up-to-date attested photocopies of APARs of the officers for the last 05 years (from 2014-2015 to 2018-19). Photocopies of APARs must be attested on each page by an officer not below the rank of Under Secretary or equivalent.
 - (b) Certificate/ details of major/ minor penalties imposed on the officer during last 10 years; and
 - (c) Vigilance and disciplinary clearance and integrity certificate in respect of those who could be spared in the event of their selection.
5. Applications received after the last date or without duly attested copies of APARs as indicated above or without the counter-signature of the employer, or otherwise incomplete, will not be considered. No action will be taken on advance copies of the applications or applications which are not received through proper channel.
6. While forwarding the application, it may be verified and certified that the particulars furnished by the officer are correct, there is no doubt about the integrity of the officer, no major/ minor penalties have been imposed during last 10 years and no disciplinary case is either pending or contemplated against the officer.

(Pravin Kumar Das)
Dy Director (Pers-AA-1)
for Chairman DRDO
Annexure-I

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SENIOR ADMINISTRATIVE OFFICER GRADE-II

- (a) Number of posts* : 11 (Eleven)
- (b) Location* : Bangalore, Agra, Hyderabad, Delhi, Gwalior, Pune, Mussoorie, Kochi, Chandigarh and Ahmednagar (subject to change).
- (c) Pay Scale : Pay Level 10 (Rs. 56100-177500)
*Note: The number of posts and locations given above are subject to change depending upon the requirement existing at the time of appointment.
Qualitative Requirements:
- (A) Officers under the Central or State Government or Union Territory or Recognized Research Institutions or Public Sector Undertaking or Semi-Government or Autonomous Organizations or Technical Organization.
- (i) Holding analogous posts on a regular basis in the parent cadre or department; or
(ii) With two years' service in the grade rendered after appointment thereto on a regular basis in the Pay Level -08 (Rs. 47,600-1,51,100) or equivalent in the parent cadre or department; and
- (B) Possessing educational qualifications and experience as under: -
Essential : (i) Degree of recognized University.
(ii) Three years experience of administration, establishment and accounts work.
Desirable
- (i) Diploma in Personnel Management or Industrial Relation from a recognised Institution.
- (ii) Working experience in Scientific or Industrial or Technical Organisation or Departments.

Note 1: Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in the case of candidates otherwise well qualified.

Note 2: The qualification(s) regarding experience is/ are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing in the case of candidates belonging to Scheduled Castes and Scheduled Tribes, if at any stage of selection, the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

Note 3: For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to First January two thousand six (the date from which the revised pay structure based on the sixth CPC recommendations has been extended) shall be deemed to be service rendered in the corresponding grade pay/ pay scale extended based on the recommendations of the pay commission except where there has been merger of more than one pre-revised scale into one grade with a common grade pay/ pay scale, and where this benefit will extend only for the post(s) for which that grade pay/ pay scale is the normal replacement grade without any upgradation.

ANNEXURE-II

APPLICATION FOR APPOINTMENT TO THE POST OF SENIOR ADMINISTRATIVE OFFICER GRADE-II ON DEPUTATION (ISTC) IN DRDO, MINISTRY OF DEFENCE

01	(a) Name of the applicant (in Block letters):	PHOTO												
	Complete postal address of the applicant's present office: (with PIN, Tele and FAX)													
	(b) Complete postal address of the Cadre Controlling Authority (with PIN, Tele and FAX):													
02	Date of Birth (in Christian Era):													
03	Date of Retirement under Central Govt. Rules:													
04	Educational Qualifications:													
05	Whether Educational and other qualifications/ Experience required for the post are satisfied:													
	(a) Essential:													
	(b) Desired:													
06	Please state clearly whether in the light of entries made by you above, you meet the requirement of the post:													
07	Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature:													
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Office</th> <th style="width: 10%;">Post held</th> <th style="width: 10%;">From</th> <th style="width: 10%;">To</th> <th style="width: 20%;">Scale of Pay and Basic pay</th> <th style="width: 30%;">Nature of duties (in details)</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Office	Post held	From	To	Scale of Pay and Basic pay	Nature of duties (in details)							
Office	Post held	From	To	Scale of Pay and Basic pay	Nature of duties (in details)									
08	Nature of present employment i.e., Ad-hoc or Temporary or Quasi-permanent or Permanent:													
09	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:													
10	Additional details about present employment. Please state whether working under (indicate the name of your employer against the relevant column) (a) Central Government; (b) State Government; (c) Autonomous Organisation; (d) Government Undertaking; (e) Universities; (f) Any deptt mentioned in QRs:													
11	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade:													
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. (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).													
15	Whether belongs to SC/ST													
16	Remarks (The candidates may indicate information with regard to (i) Research Publications and reports and special projects (ii) Awards/ Scholarship/ Official Appreciation (iii) Affiliation with the professional bodies/ institutions/ societies and (iv) any other information. (Note: Enclose a separate sheet if the space is insufficient)													
17	Choice of stations for posting (in order of preference)													

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.

Signature of the Candidate
Address _____
Date _____

Countersigned
(Employer with Seal)

CERTIFICATE BY THE CADRE CONTROLLING AUTHORITY IN RESPECT OF SHRI/ SMT

1. Certified that the particulars furnished by the officer have been checked from available records and found correct.
2. Certified that the applicant is eligible for the post applied as per conditions mentioned in the circular/ advertisement.
3. Certified that no vigilance/ disciplinary case is either pending or contemplated against the applicant.
4. Integrity of the applicant is certified as 'Beyond Doubt'.

Continued on page 19

No. A-32016/02/2020-SSO-I
Government of India

Ministry of Home Affairs

3rd Floor, NDCC-II Building, Jai Singh Road
New Delhi

Subject : Filling up of post of Junior Reception Officer/Senior Reception Officer in the Secretariat Security Organization, Ministry of Home Affairs on deputation basis.

To state that this Ministry proposes to prepare a panel for filling up the vacancies in the grades of **Junior Reception Officer** in the Pay Matrix of Level 4 (Pre-revised Pay Band-I (Rs. 5200-20200/-) + Grade Pay Rs. 2400/-) and **Senior Reception Officer** in the scale of pay of Rs. 5500-175-9000/- (5th CPC) in the Secretariat Security Organization, Ministry of Home Affairs, on deputation basis. The particulars of the posts, eligibility conditions etc. are given in **Annexure-I**.

2. The pay of the selected official will be regulated in accordance with the Department of Personnel and Training Office Memorandum No.6/8/2009-Estt. (Pay-II) dated 17.06.2010 as amended from time to time.

3. The period of deputation including period of deputation in another ex-cadre post held immediately preceding to this appointment in the same or some other Organization or Department shall ordinarily not exceed three years. The maximum age limit for appointment on deputation shall not exceed 56 years as on the last date of receiving of the applications.

4. It is requested that wide publicity may be given to the vacancy circular amongst staff working under your administrative control and applications (in duplicate), in the given proforma (Annexure-II), along with attested copies of ACRs for the last five years of the officials who can be spared in the event of their selection, may please be sent to **US (SSO), MHA, Room No. 01, 3rd Floor, NDCC-II, Building, New Delhi**, within a period of 60 days from the date of publication of this Advt. in the **Employment News**. Applications received after last date or without copies of ACRs, or otherwise found incomplete, will not be considered. Applicant will not be allowed to withdraw his application after selection.

While forwarding the applications, it may be verified and certified that the particulars furnished by the applicant are correct and no disciplinary case is either contemplated or pending against the official. Besides, the integrity of the applicant may also please be certified.

(S Samanta)

Under Secretary to the Government of India
Tele/fax-011-23438052
Annexure-II

APPLICATION FOR THE POST OF SENIOR RECEPTION OFFICER/JUNIOR RECEPTION OFFICER IN THE SECRETARIAT SECURITY ORGANIZATION, MINISTRY OF HOME AFFAIRS

- Name (in block letters) :
- Date of birth (in Christian era) :
- Educational qualifications :
- Details of employment in chronological order :

Name of the Ministry/ Department/Office	Post held	From	To	Scale of pay + Grade pay in Pay Matrix at Level	Nature of duties
(1)	(2)	(3)	(4)	(5)	(6)

- Nature of employment i.e. ad-hoc, temporary or permanent :
- Category :
- Additional information, if any :

Signature of candidate

Name:

Address & Telephone No./Mobile No. :

CERTIFICATE TO BE FILLED BY THE FORWARDING AUTHORITY

- Certified that the particulars furnished by Shri/Smt./Km have been verified from his/her service records and found correct.
- Further certified that no disciplinary proceedings are pending or contemplated/pending against Shri/Smt./Km His/her integrity is also certified.

Signature of Head of the Office
Annexure-I

1. Name of the Post	Junior Reception Officer
2. Pay Band + Grade Pay	Pay Matrix of Level-4 Rs. 25500-81100/- (Pre-revised) Rs. 5200-20200/- + Grade Pay Rs. 2400/-
3. Classification of the post	General Central Services Group 'C' (Non Gazetted) Non-Ministerial.
4. Eligibility Conditions	Officers of Central Government:- (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with minimum five years' of regular service in level-3 (Rs. 21700-69100) in the pay matrix; or (iii) with minimum eight years' of regular service in level-2 (Rs. 19900-63200) in the pay matrix. Note 1: Period of deputation including period of deputation in another ex-cadre post held immediately preceding to this appointment in the same or some other organisation or Department shall ordinarily not exceed three years. Note 2: The maximum age limit for appointment by deputation shall not be exceeding fifty-six years as on the closing date of the receipt of applications.

1. Name of the post	Senior Reception Officer
2. Scale of Pay	Rs. 5500-175-9000/- (5th CPC)
3. Classification of the post	General Central Services Group 'C' (Non Gazetted) Non-Ministerial.

Government of India
Ministry of Agriculture & Farmers Welfare
Department of Agriculture, Cooperation & Farmers Welfare

Applications are invited for filling up of the post of **Director General** in the National Institute of Plant Health Management (NIPHM), Rajendranagar, Hyderabad, an Autonomous Organization under the Ministry of Agriculture, Department of Agriculture and Cooperation on deputation basis. Details of the post and eligibility criteria are given below:-

1. Classification of Post	2. Pay Level	3. Eligibility of Applicants
Non-Central Staffing Scheme, Group 'A'	Level 14 in Pay Matrix (Rs. 1,44,200/- to 2,18,200/-)	(i) Officers of All India Services and Central Services Group 'A' empanelled as Joint Secretary to Government of India or eligible to be empanelled as such; or (ii) with three years regular service in the Senior Administrative grade; or (iii) Officers of the Central Govt: (a) (i) holding analogous posts on regular basis; or (ii) with three years regular service in the grade rendered after appointment thereon on a regular basis in Level 13 (1,23,100-2,15,900) of the pay matrix or equivalent; and, (b) having at least 18 (eighteen) years administrative experience in Group A posts.

The period of deputation shall ordinarily not exceed five years. The maximum age limit for appointment by deputation shall be not exceeding 58 years as on the closing date of the receipt of applications. Full details of the vacancy are available on the Department's official website i.e. <http://www.agricoop.nic.in>.

Applications of interested and eligible officers, who could be spared in the event of their selection, may be sent, through proper channel, so as to reach "**Under Secretary (PP Estt.), Department of Agriculture, Cooperation and Farmers' Welfare, Room No.572 A, F Wing, Krishi Bhavan, New Delhi-110001**". The last date for receipt of application (including attested photocopies of APARs of last five years i.e. from 2013-14 to 2017-18 duly attested on each page by an officer not below the rank of an Under Secretary to the Government of India, Vigilance Clearance Certificate, Integrity Certificate, Major/Minor Penalty during last ten years) is **60 days** from the date of publication of this advertisement in the **Employment News/Rojgar Samachar**. EN 11/33

Continued from page 18

- It is certified that no penalty has been imposed on the applicant during the last 10 years (Alternatively, penalty statement during the last 10 years may be enclosed).
- Up-to-date CR dossier of the applicant/ attested photocopies of APARs for the last 5 years (2014-2015 to 2018-2019) are enclosed. Photocopies of APAR have been attested on each page by an officer not below the rank of Under Secretary or equivalent.

Signature
Date:
Place:
Name, Designation & Tele of the forwarding Officer
(Office Stamp)
UNDERTAKING

I hereby declare that above particulars are correct and true to the best of my knowledge and belief. "I, undertake that in the event of my selection, to the post of Senior Administrative Officer Grade-II in DRDO, on deputation (ISTC) basis, I will not withdraw my candidature."

Place : Signature of the Candidate
Date :

Note: No column of the proforma should be left blank. Incomplete applications are liable to be rejected.

DUTIES OF SENIOR ADMINISTRATIVE OFFICER GDE-II

- To assist the Director of the concerned Lab/ HQ in the administrative management of the Lab/Dte at this HQ.
- To co-ordinate and supervise all administrative functions of the Lab viz, Recruitment, Promotion, Posting, Pay fixation, Leave etc.
- To liaise with DRDO HQ on all administrative activities.
- To ensure proper and effective man-power management.
- To modernise office management using modern and latest office aids under the guidance of the Director/ other senior officers
- Any other function entrusted to SAO-II from time to time.

davp 10301/11/0034/2021

EN 11/42

4. Eligibility Conditions	Officers of Central Government:- * (i) Holding analogous post on regular basis in the parent cadre or department; or (ii) with three years of regular service in a post carrying scale of pay of Rs.5000-150-8000 in a Clerical Service (5th CPC) or (iii) with six years' of regular service in a post carrying scale of pay of Rs. 4500-125-7000/- in a Clerical Service (5th CPC) or (iv) with minimum ten years' of regular service as Upper Division Clerk in a Clerical Service in the scale of pay of Rs. 4000-100-6000 (5th CPC). (Period of deputation including period of deputation in another ex-cadre post held immediately preceding to this appointment in the same or some other Organisation or 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).
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* The RR of SRO is under process and candidates will be selected on the basis of their corresponding 7th CPC pay.
davp 19104/11/0061/2021

EN 11/37



Government of India
Ministry of Defence
Defence Res & Dev Organisation
Directorate of Personnel

Room No. 266, 2nd Floor, DRDO Bhawan, Rajaji Marg, New Delhi-110011

Tele: 011 - 23007298, Fax: 011 -23014576

DOI/AA-1/68057/DEPU/2020(SO)

FILLING UP OF THE POSTS OF STORES OFFICERS IN DEFENCE RESEARCH & DEVELOPMENT ORGANISATION (DRDO), MINISTRY OF DEFENCE ON DEPUTATION (INCLUDING SHORT TERM CONTRACT) BASIS.

It is proposed to fill up the post of Stores Officer in Defence Research & Development Organisation, Ministry of Defence, on deputation basis (including short term contract) from amongst officers under the Central or State Government or Union Territory or Recognised Research Institutions or Public Sector Undertaking or Semi-Government or Autonomous Organisations or Technical Organisation, as per details given at Annexure-I.

2. The selected officers will be entitled to normal deputation terms as admissible under the Central Government Rules in force from time to time (i.e. as per DOP&T norms).

3. The period of deputation (including short-term contract) including period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation/Department of the Central Government shall ordinarily not exceed three years. The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationist shall not be eligible for consideration for appointment by promotion. The maximum age limit for appointment on deputation (including short-term contract) shall not exceed 56 years, as on the closing date of receipt of applications.

4. The application in the Proforma as given in Annexure-II may be sent through proper channel to Shri Pravin Kumar Das, Dy Director (Pers-AA-1), Directorate of Personnel, Room No. 266, 2nd Floor, DRDO Bhawan, Rajaji Marg, New Delhi - 110 011 within 60 days from the date of issue of this circular/ advertisement in the Employment News alongwith the following :-

(a) Complete and up-to-date attested photocopies of APARs of the officers for the last 5 years (i.e. 2014-15 to 2018-19). Photocopies of APARs must be attested on each page by an officer not below the rank of Under Secretary or equivalent. Photocopies of APARs which are not attested by an officer of the rank of Under Secretary or equivalent shall not be accepted.

(b) Certificate/statement of major/minor penalties imposed on the officer during last 10 years; and

(c) Vigilance and disciplinary clearance and integrity certificate in respect of those who could be spared in the event of their selection.

(d) Certificate by the Cadre Controlling Authority as per given proforma.

5. Application received after the last date or without any of the aforesaid documents/information or otherwise incomplete will not be considered and no representation of such/ similar nature will be entertained.

6. While forwarding the application, it may be verified and certified that the particulars furnished by the officer are correct, that there is no doubt about the integrity of the officer and no disciplinary case is either pending or contemplated against the officer.

(Pravin Kumar Das)
Dy Director (Pers-AA-1)
for Chairman DRDO
Annexure-I

Stores Officer

(a) Number of posts : 05 (Five)

(b) Locations : Bangalore, Haldwani, Jodhpur, Gwalior, Hyderabad, Chandigarh, Chennai and Kolkata

(c) Pay Scale : Pay Level 7 (Rs. 44900-142400) in the Pay Matrix.

Note: The number of posts and locations given above are subject to change depending upon the requirement existing at the time of appointment.

Qualitative Requirements:

Officers under the Central or State Government or Union Territory or Recognized Research Institutions or Public Sector Undertaking or Semi-Government or Autonomous Organizations or Technical Organization.

(A) (i) Holding analogous posts on a regular basis in the parent cadre or department; or (ii) With five years' service in the grade rendered after appointment thereto on a regular basis in Level-06 (Rs. 35400-112400) in the Pay Matrix or equivalent in the parent cadre or department; and

(B) Possessing the following educational qualifications and experience :-

(i) Degree of recognized University.

(ii) 3 years' experience in Government or Semi-Government office or in a private concern of repute, in indenting purchases/maintenance of technical stores or accounts.

Note 1: Qualifications are relaxable at the discretion of the competent authority, for reasons to be recorded in writing, in the case of candidates otherwise well qualified.

Note 2: The qualification(s) regarding experience is/are relaxable at the discretion of the competent authority, for reasons to be recorded in writing, in the case of candidates belonging to Scheduled Castes and Scheduled Tribes, if at any stage of selection, the competent authority is of the opinion that sufficient number of candidates from these communities, possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

Note 3: For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to First January two thousand six (the date from which the revised pay structure based on the sixth CPC recommendations has been extended), shall be deemed to be service rendered in the corresponding grade pay/ pay scale extended based on the recommendations of the pay commission except where there has been merger of more than one pre-revised scale into one grade with a common grade pay/pay scale, and where this benefit will extend only for the post(s) for which that grade pay/ pay scale is the normal replacement grade without any upgradation.

Annexure-II
APPLICATION FOR APPOINTMENT TO THE POST OF STORES OFFICER ON DEPUTATION (INCLUDING SHORT TERM CONTRACT BASIS) IN DRDO, MINISTRY OF DEFENCE

01	(a) Name of the applicant (in Block letters):	PHOTO				
	(b) Complete postal address of the applicant's present office: (with PIN, Tele/FAX)					
	(c) Complete postal address of the Cadre Controlling Authority (with PIN, Tele/FAX):					
02	Date of Birth (in Christian Era):					
03	Date of Retirement under Central Govt. Rules:					
04	Educational Qualifications:					
05	Whether Educational and other qualifications/ experience required for the post are satisfied:					
	(a) Essential:					
	(b) Desired:					
06	Please state clearly whether in the light of entries made by you above, you meet the requirement of the post:					
07	Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature:					
	Office	Post held	From	To	Scale of Pay and Basic pay Level	Nature of duties (in details)
08	Nature of present employment i.e., Ad-hoc or Temporary or Quasi-permanent or Permanent:					
09	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:					
10	Additional details about present employment. Please state whether working under (indicate the name of your employer against the relevant column)					
	(a) Central Government;					
	(b) State Government;					
	(c) Autonomous Organisation;					
	(d) Government Undertaking;					
	(e) Universities;					
	(f) Other					
11	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade:					
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. (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).					
15	Please state whether you are applying for deputation or Short term contract Basis? (Officers under Central/State Governments are eligible for deputation basis and candidates of non Government Organisations are eligible for Short Term Contract)					
16	Whether belongs to SC/ST (Yes/No)					
17	Remarks (The candidates may indicate information with regard to (i) Research Publications and reports and special projects (ii) Awards/Scholarship/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and (iv) any other information. (Note: Enclose a separate sheet if the space is insufficient)					
18	Choice of stations for posting (in order of preference)					

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.

Signature of the Candidate

Address

Date

Countersigned
(Employer with Seal)
UNDERTAKING

I hereby declare that above particulars are correct and true to the best of my knowledge and belief. "I, _____ undertake that in the event of my selection, to the post of Stores Officer in DRDO, on deputation (including short-term contract) basis, I will not withdraw my candidature."

Place :

Signature of the Candidate

Date :

Continued on page 21

Indian Statistical Institute
 203 B.T. Road, Kolkata - 700108
 (An Autonomous Institute funded by MoSPI Government of India)

Advertisement No. REC-07/2020-4 KOL Date: 18.07.2020
 Indian Statistical Institute an autonomous institute under the aegis of the Ministry of Statistics and Programme Implementation, Govt. invites application for the position of **Deputy Chief Executive (Administration) 'B'** on deputation basis from Government/autonomous bodies or reputed academic/research institutions.
Pay Level: Rs. 1,23100-2,15900 in Pay Level 13 plus other admissible allowances.
Age: For Deputation: Below 56 years as on 01 July 2020.
 For detailed notification regarding Application, Eligibility Criteria, Reservation and other information, please refer to the Institute website <https://www.isical.ac.in/jobs>
 The application along with self-attested copies of all documents/testimonials, should reach the **Chief Executive (A&P), Indian Statistical Institute, 203 B.T. Road, Kolkata - 700108** within **60 days** from the date of publication of this notification in the **Employment News**.
 Chief Executive (A&P)
 davp 39103/11/0012/2021 EN 11/45

भारत सरकार
 GOVERNMENT OF INDIA
 खान मंत्रालय
 MINISTRY OF MINES
 भारतीय खान ब्यूरो
 INDIAN BUREAU OF MINES

Invites applications for 01 post of Regional Controller of Mines in pay level-13 (Rs. 123100-215900) General Central Service, Non-Ministerial, Gazetted Group 'A' in Indian Bureau of Mines (IBM), on deputation including short term contract from the Officers of the Central Government or State Government or Union Territories or Autonomous or Statutory Organisation or Public Sector Undertakings or University or Recognised Research Institution.
 The last date of receipt of applications for the post in the Department is **60 days** from the date of publication of this advertisement in the **Employment News**. For details, please visit to website: <http://www.ibm.gov.in>.
 (Dr. Y.G. Kale)
 Regional Controller of Mines & Head of Office
 EN 11/11

श्री लक्ष्मी नारायण जीवन्मूर्ति संस्थान
 विकार अनुसंधान संस्थान
 पूनपुरा, तिरुवनन्तपुरम-685012
 (सी.सी.आर.एस. के अधीन, आयुष मंत्रालय
 भारत सरकार, नई दिल्ली-110058)
 अधिसूचना/Notification

संस्थान में तीन तकनीकियन के दो पदों (1 एससी एवं 1 गुआर) को भर्ती करने के लिए 28.08.2019 को आयोजित लिखित परीक्षा तथा इसके संबंधित सभी भर्ती कार्य प्रशासनिक कारणों से रद्द किया जाता है.
 All Recruitment procedures including written test (conducted on 28.08.2019) for the appointment of two posts (1 SC & 1 UR including 1 PWD) of Lab Technician for the institute is hereby cancelled due to administrative reasons.
 प्रभासी सहायक निदेशक
 EN 11/24 Assistant Director in Charge

National Institute of Electronics & Information Technology, Aurangabad
 Ministry of Electronics & Information Technology, Govt. of India
 Dr. B. A. M. University Campus, Aurangabad - 431004, Maharashtra

NIELIT
 Spring Board to your Electronics Design Destination

Setup by Govt. of India in 1987 (as CEOT) to promote Electronics, IT and Industrial Design Culture.

Diploma in Electronics Production & Maintenance
 Regular Entry: 60 seats on basis of Matriculation marks.
 Lateral Entry: For ITI or 12th passed (PCM) on the basis of written exam. (Ph. 8216724641, 9158762766) e-mail: depm-abad@nielit.gov.in

B. Tech. in Electronics System Engineering
 Lateral Entry: For AICTE Approved 3 years Diploma in Electronics. Admission on the basis of written examination. (Ph. 9404402245, 9623935242) e-mail: btech-abad@nielit.gov.in

Alumni working at ISRO, Defence, BOSCH, Sterita, Trimax, Broadcom, HCL, Vidacom, Baja, Engineering Colleges, AFC Corporation. Many Working as Entrepreneurs.

Employee Entrepreneur

1. Registration starts from 19.07.2020
 2. Commencement Date: 01.09.2020
 3. Admissions of B. Tech & M. Tech. through JOSAA & CCMT.

Online - Skill oriented Short Term Courses: 1) Android App Developer, 2) 3D Printing, 3) Embedded system, 4) Big Data, 5) IoT, 6) Python, 7) CCNA, 8) PCB, 9) Multimedia, 10) Machine Learning

Visit nielit.gov.in/aurangabad for further details and Application Forms. Registration fee Rs. 500/- (Non-refundable)
 URL: <http://nielit.gov.in/aurangabad/content/institute-formal-courses>
 EN 11/30

GOVERNMENT OF INDIA
 MINISTRY OF HUMAN RESOURCE DEVELOPMENT
 DEPARTMENT OF HIGHER EDUCATION
 Technical Section -IV, New Delhi
 F.No.6-1/2020-TS. IV

APPOINTMENT OF DIRECTOR OF NATIONAL INSTITUTE OF TECHNICAL TEACHERS TRAINING AND RESEARCH, CHENNAI

Applications are invited from Indian nationals for the post of **Director**, National Institute of Technical Teachers Training and Research (NITTTR), Chennai in the scale of pay of Rs.2,10,000/- p.m. (fixed) plus Rs. 11,250/- (Special allowances).
 The NITTTR, Chennai is a centrally funded Institute under the Ministry of Human Resource Development, Government of India, which is situated in Taramani, Chennai. The Institute was established in the year 1964 to improve the quality of Engineering Education system in India and in the Southern Region in particular. The Institute is a Society registered under the Societies Registration Act, 1860 and function under the administrative control of the Ministry of HRD, Govt. of India.
Age: Applicant should preferably be below the age of 60 years as on 01st June 2021.
Qualifications: Ph.D. Degree (with 1st Class degree at Bachelor's & Master's level). In addition, the candidate should be eminent in his/her field of specialization.
Experience: 15 years (as on 01st June, 2021) in Teaching/Industry/Research out of which 5 years must be at the level of Professor or above.
Qualifications & Experience for Candidates from Industry and Profession: Candidates from industry/profession with Master's degree in Engineering/Technology and with professional work which is significant and can be recognized as equivalent to Ph. D degree and with 15 years' experience of which at least 5 years should be at a Senior level comparable to that of a Professor would also be eligible.
Desirable: Administrative experience in a responsible position. Published research work of high standard, and Membership of professional bodies.
 The persons employed in Government Departments, Autonomous Organizations and Public Sector Undertakings should submit their applications through proper channel. However, they may also send an advance copy of the application directly. The advertisement and the format of application are available on the websites (www.mhrd.gov.in) and (www.nitttr.ac.in). The applications in the **prescribed proforma**, furnishing complete Curriculum Vitae with detailed educational and professional qualification and experience, should be sent by registered/Speed Post to the **Under Secretary, Technical Section-IV, Department of Higher Education, Ministry of Human Resource Development, Room No.535, 'C' Wing, Shastri Bhawan, New Delhi-110001** so as to reach the Ministry within 60 days from the date of the publication. This department is not responsible for postal delay.
 EN 11/2

Continued from page 20
 Note: No column of the proforma should be left blank. Incomplete applications are liable to be rejected.

CERTIFICATE BY THE CADRE CONTROLLING AUTHORITY IN RESPECT OF SHR/SMT

1. Certified that the particulars furnished by the officer have been checked from available records and found correct.
2. Certified that the applicant is eligible for the post applied as per conditions mentioned in the circular/advertisement.
3. Certified that no vigilance/disciplinary case is either pending or contemplated against the applicant.
4. Integrity of the applicant is certified as 'Beyond Doubt'.
5. It is certified that no penalty has been imposed on the applicant during the last 10 years (Alternatively, penalty statement during the last 10 years may be enclosed).

6. Attested photocopies of up-to-date APARs for the last 5 years (2014-2015 to 2018-2019) are enclosed. Photocopies of APARs have been attested on each page by an officer not below the rank of Under Secretary or equivalent.

Signature
 Name, Designation & Tele of the forwarding Officer (Office Stamp)

Date :
 Place :

DUTIES & RESPONSIBILITIES OF STORES OFFICER

- (i) Supervision of day-to-day activities of stores section, ledger section and bill section, signing of bills & vouchers and countersigning ledger posting.
- (ii) Responsible for managing receipt, verification & documentation, stacking/binning, preservation and issue of stores.
- (iii) Co-ordinating audit, test audit and settlement of their objections.
- (iv) Supervision of staff and industrial employees working in the division.
- (v) Total inventory management.

davp 10301/11/0036/2021 EN 11/46