


F.No. 214/2015-CS.I(P)
Government of India
Ministry of Personnel, Public Grievances & Pensions
(Department of Personnel & Training)

Lok Nayak Bhawan, New Delhi
Dated 24th November, 2015

Subject: Filling up one post of Project Accountant/Administrative Officer
(Under Secretary level) in PMU, NCRMP, NDMA on deputation basis
– sponsoring of suitable candidates - reg.

Letter no. 5-2/2012-PMU/466 dated 09.11.2015 received from National
Disaster Management Authority (NDMA), Ministry of Home Affairs on the
subject mentioned above is circulated for information of all CSS officers.

2. It may be noted that cadre clearance from CS.I Division will be required
for Under Secretary level of CSS applying for deputation.



(M Srinivasaragavan)

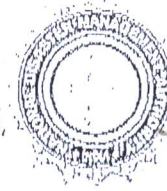
Under Secretary to the Government of India

☎ 24629412

All Ministries/Department (through website of DoP&T)



NATIONAL DISASTER MANAGEMENT AUTHORITY
Ministry of Home Affairs, Government of India
NATIONAL CYCLONE RISK MITIGATION PROJECT (NCRMP)
Wing 14, First Floor, NDMA Bhawan, A-1, Safdarjung Enclave,
New Delhi-110029
Telephone: 011-26701872
Fax No. 011-26714321



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F.No.5-2/2012-PMU/466

Dated: November 9, 2015

To

The Joint Secretary (AT & A),
Department of Personnel & Training,
North Block,
New Delhi-1.

Sub: Filling up one post of Project Accountant/Administrative Officer (Under Secretary level)
in PMU,NCRMP, NDMA on deputation basis-sponsoring of suitable candidates-regarding
Sir,

I am directed to state that National Disaster Management Authority (NDMA) is implementing National Cyclone Risk Mitigation Project (NCRMP) with assistance from the World Bank in coordination with the eight coastal states. As per the present schedule, the project will continue up to 31st March, 2020.

NDMA invites applications from eligible persons for one post of Project Accountant/Administrative Officer (Under Secretary Level) in the scale of pay of Rs. 15,600-39,100 plus Grade Pay of Rs.6,600/- on deputation basis. Those holding analogous post on regular basis in the parent cadre or department or with five years' service in the grade pay of Rs.5400/- or an officer of General Central Service Group B/CSS with 8 years' service in the Grade Pay of Rs. 4800/- are eligible for consideration for the post with desirable experience in the field of finance, accounts, audit and administration. The terms and conditions as contained in the DoPT OM No. 6/8/2009-Estt. (Pay-II) dated 17.06.2010 as amended from time to time will govern the deputation.

It is requested that the vacancy of the post may please be placed on DoPT web site for wide circulation.

Suitable CSS officers having the required eligibility conditions with experience in the field of finance, accounts, audit and administration may please be sponsored along with their applications accompanied by the Vigilance Clearance and photocopies of ACRs of the last five years duly attested by an officer not below the rank of Under Secretary or equivalent and be forwarded to the undersigned for further necessary action at this end. The post will be lying vacant w.e.f.1st January 2016.

A copy of the advertisement being published in Employment News is enclosed.

Yours faithfully,

(S.S. Jain)

Deputy Project Director



NATIONAL DISASTER MANAGEMENT AUTHORITY
Ministry of Home Affairs, Government of India
NATIONAL CYCLONE RISK MITIGATION PROJECT (NCRMP)
Wing 14, First Floor, NDMA Bhawan, A-1, Safdarjung Enclave,
New Delhi-110029
Telephone: 011-26701877
Fax No. 011-26714321



Advertisement No.5-2/2012-PMU

National Disaster Management Authority (NDMA) is implementing Phase I and Phase II of National Cyclone Risk Mitigation Project (NCRMP) with assistance from the World Bank in coordination with the eight coastal States, NDMA invites applications from eligible persons for the post of:

Project Accountant/Administrative Officer: (one post) (on Deputation) (Under Secretary Level): in the scale of pay of Rs.15, 600-39,100 plus Grade Pay of Rs.6, 600/-.

Eligibility (i) holding analogous post on regular basis in the parent cadre or Department;

Or

(ii) with five years' service in the grade pay of Rs.5400/-.

Or

(iii) An officer of General Central Service Group "B"/CSS with 8 years' service in Grade pay of Rs.4800/-.

Desirable Experience: In the field of Finance, Accounts, Audit and Administration.

Note 1. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall not exceed five years.

Note 2. The maximum age limit for appointment by deputation shall not exceed fifty-six years of age as on the closing date for the receipt of applications.

The terms and conditions as contained in the DOPT OM No.6/8/2009-Estt.(Pay-II) dated 17.06.2010 as amended from time to time will govern the deputation. Eligible persons may submit their applications accompanied by the Vigilance Clearance and photocopies of ACRs of the last five years, duly attested by

an officer not below the rank of Under Secretary or equivalent. It may also be confirmed that in the event of selection for appointment, the officer concerned will be relieved of his duties immediately. Officer once selected will not be allowed to withdraw his/her name. Applications which are not correctly filled in or not accompanied with the details as explained above will not be entertained and summarily rejected without further correspondence.

Application for the above post may be addressed to **Shri P.E. Narayanan, Project Manager, National Disaster Management Authority (NDMA), National Cyclone Risk Mitigation Project (NCRMP), Wing 14, First Floor, NDMA Bhawan, A-1, Safdarjung Enclave, New Delhi-110029** within 30 days from the date of publication of this advertisement in **Employment News** on the prescribed proforma given below. However applications from the persons who are already in the employ of Govt./Ministry/Depts./PSU/Autonomous Bodies etc. may be forwarded through proper channel along with photocopies of their ACRs for the last five years. The details of advertisement may also be seen on the official website of NDMA www.ndma.gov.in.


Narayanan P. E.
Project Manager
Government of India
Ministry of Home Affairs
NCRMP, NDMA, New Delhi

APPLICATION FOR THE POST OF _____ (ON DEPUTATION)

Bio-Data Proforma

1. Name and Address in Block letters : _____
2. Date of Birth (in Christian era) : _____
3. Date of retirement under Central/
State Government rules : _____
4. Service to which belong : _____
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).

Qualifications/Experience required	Qualifications/Experience possessed by the officer.
Essential (1)	
(2)	
(3)	
Desired (1)	
(2)	

(Add additional sheet if necessary).

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/Instt./ Orgn.	Post held	From	To	Scale of Pay and basic pay	Nature of duties

9. Nature of present employment, i.e., Ad hoc or temporary or permanent _____

10. In case of 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) State Government: _____

(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 as per month now drawn: _____

14. Additional information, if any, which you would like to mention in support to your suitability for the post. Enclose a separate sheet, if the space is insufficient _____

15. Whether belongs to SC/ST _____

16. Remarks: _____

Signature of the Candidate

Date: _____

Address: _____

Countersigned: _____
(Employer)

Tel. /Mobile No./E-mail