

F.No-21/1/2016-CS.I (P)
Government of India
Ministry of personnel, Public Grievances & Pension
Department of Personnel & Training

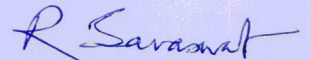
Lok Nayak Bhawan, New Delhi
Dated 15th November, 2016

Office Memorandum

Subject:-Filling up of posts of Assistant Director (Programming) and Law Officer in National Commission for Scheduled Castes (NCSC) on deputation basis-regarding.

Vacancy Circular No.-17015/1/2016/SCD-VI dated 09.11.2016 received from D/o Social Justice and Empowerment under Ministry of Social Justice and Empowerment on the subject cited above is circulated for information of all CSS officers.

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.



(Raju Saraswat)

Under Secretary to the Government of India

Tel: 24629412

To

All Ministries/Departments (through Website of DOP&T)

No.17015/1/2016-SCD-VI
Government of India
Ministry of Social Justice and Empowerment
Department of Social Justice and Empowerment

Shastri Bhawan, New Delhi,
Dated

Sub:-Filling up of post of Assistant Director (Programming) in the National Commission for Scheduled Castes (NCSC) in the pay scale of PB 3 of Rs. 15600-39100+Grade Pay of Rs. 5400/- (Pre-Revised) on deputation.

Applications are invited for filling up of the post of Assistant Director (Programming) in the NCSC on deputation basis in NCSC headquarter. Classification of the post, its pay scale, eligibility conditions etc. are given in Annexure. The pay of the officer selected will be regulated in accordance with the Department of Personnel & Training's OM No. 6/8/2009-Estt (Pay-II) dated 17.6.2010.

2. It is requested that the applications in the prescribed format (Annexure-II) submitted by the eligible officers may be sent to the Joint Secretary, National Commission for Scheduled Castes, 5th Floor, Lok Nayak Bhawan, Khan Market, New Delhi 110003 alongwith the complete ACR\$ for the last five years, vigilance and integrity certificate within sixty days from the date of publication in the employment news.

(Surendra Rawat)
Deputy Secretary to the Government of India

Annexure

1. Name of Post : Assistant Director (Programming)
2. Number of Posts : 1
3. Classification : General Central Service, Group 'A'
(Gazetted)- Non Ministerial
4. Scale of Pay : Pay Band-3 (Rs. 15600-39100)
+Grade Pay of Rs.5400/- (Pre-revised)
5. Eligibility Conditions : Officers of the Central/State
Governments/Union Territory/

Universities/Recognized Research
Institutions/Public Sector
Undertakings/Semi Government
Organizations/Statutory or
Autonomous Bodies:

(a)(i) holding analogous post on
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 posts
in Pay Band-2 in the Pay Scale of
Rs. 9300-394800 with Grade Pay of
Rs.4800/- or equivalent in the
parent cadre or Department; or

(iii)with three years' service in the
grade rendered after appointment
thereto on a regular basis in post in
Pay Band-2 in the Pay Scale of Rs.
9300-34800 with Grade Pay of Rs.
4600 or equivalent in the parent
cadre or Department; and

(b) Possessing the following
qualifications:

(i) Master's degree in Computer
Applications/Computer Science or
M.Tech (with specialization in
Computer Applications) or
B.E./B.Tech in Computer

Engineering/Computer

Science/Computer Technology of a recognized University or equivalent; and

(ii) Two years' experience of electronic Data processing out of which at least one year experience should be a actual programming;

OR

(i) Degree in Computer Applications/Computer Science or Degree in Electronics/Electronics and Communication Engineering from a recognized University or equivalent; and

(ii) three years' experience in Electronics Data processing out of which at least one year experience should be in actual programming.

OR

(i) Master's Degree of a recognized University or equivalent or Degree in Engineering of recognized University or equivalent; and

(ii) four years' experience of electronics data processing out of which at least two years' experience should be in actual programming,

OR

(i) 'A' level Diploma under DOEACC Programme or Post Graduate Diploma in Computer Applications offered under University Programme/Post Polytechnic Diploma in Computer Applications awarded by State Council of Technical Educations or equivalent; and

Four years' experience of electronics data processing work out of which at least two years experience should be in actual programming.

No.17015/1/2016-SCD-VI
Government of India
Ministry of Social Justice and Empowerment
Department of Social Justice and Empowerment

Shastri Bhawan, New Delhi,
Dated

Sub:-Filling up of post of Law Officer in the National Commission for Scheduled Castes (NCSC) in the pay scale of PB 3 of Rs. 15600-39100+Grade Pay of Rs. 6600/- on deputation.

Applications are invited for filling up of the post of Law Officer in the NCSC on deputation basis in NCSC headquarter. Classification of the post, its pay scale, eligibility conditions etc. are given in Annexure. The pay of the officer selected will be regulated in accordance with the Department of Personnel & Training's OM No. 6/8/2009-Estt (Pay-II) dated 17.6.2010.

2. It is requested that the applications in the prescribed format (Annexure-II) submitted by the eligible officers may be sent to the Joint Secretary, National Commission for Scheduled Castes, 5th Floor, Lok Nayak Bhawan, Khan Market, New Delhi 110003 alongwith the complete ACRS for the last five years, vigilance and integrity certificate within sixty days from the date of publication in the employment news.

(Surendra Rawat)
Deputy Secretary to the Government of India

Annexure

1. Name of Post : Law Officer
2. Number of Posts : 1
3. Classification : General Central Service, Group 'A' (Gazetted)- Non Ministerial
4. Scale of Pay : Pay Band-3 (Rs. 15600-39100)+Grade Pay of Rs. 6600/- (Pre-Revised)
5. Eligibility Conditions : Officer under the Central or State Government or Union Territories or University recognized research institutions or Public Sector Undertakings or Semi-Government or Statutory autonomous organizations-
(a)(i) holding analogous post on 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 Pay Band-3 in the scale of pay of Rs. 15600-39100 with Grade Pay of Rs. 5400/- or equivalent in the parent cadre or department; or
(iii) with six years' service in the grade rendered after appointment thereto on a regular basis in Pay Band-2 in the scale of pay of Rs. 9300-34800 with Grade Pay of Rs. 4800 or equivalent in the parent cadre or department;

Re-employment for Armed Forces Personnel:

The Armed Forces Personnel of the rank of Captain or equivalent due to retire or who are to be transferred to reserve within a period of one year and having requisite qualification and experience shall also be considered while selecting persons for appointment on deputation(including short-term contract). Such persons shall be given deputation terms up to the date in which they are due to release from the Armed Forces and thereafter, they may be

continued on re-employment (Re-employment up to the age of superannuation with reference to civil post) and

(b) Possessing any of the following qualifications:

Master's degree in law of a recognized University or Institute and possessing five years' teaching and/or research experience in law; or

Bachelor's degree in law of a recognized University or Institute and possessing seven years' teaching and/or research experience in law; or

Should have been a member of State Judicial Service for seven years; or

Should be a qualified legal practitioner i.e. Advocate (within the meaning of Advocates Act, 1961), who has practiced as such for seven years.

Proforma for Application

1. Name and Address in Block letters:
2. Date of Birth (In Christian era):
3. Date of retirement under Central Govt./State Govt./under the rule applicable to the candidate:
4. Educational & other Qualifications possessed by the candidate (relevant to essential qualifications prescribed for the post):
5. Service to which belongs and the cadre and year of allotment:
6. Present post held and whether it is a cadre post:
7. Present grade and the scale of Pay and date of appointment thereto on regular posts:
8. Are you holding analogous post on a regular basis under Central/State Govt.:
9. Nature of present employment, i.e. regular/ad-hoc/temporary/permanent:
10. In case the present employment is held on deputation/contract basis, please state:
 - (a) The date of initial appointment
 - (b) Period of appointment on deputation/contract
 - (c) Name of parent office/organization to which you belong:
11. Details of Service in chronological order (enclose a separate sheet, duly authenticated by your signature, if any space below is insufficient):

Sl. No.	Office/Institution	Post held with scale of pay	Period of Service		Basic Pay	Nature of appointment whether regular/ad-hoc/deputation	Duties(In brief)
			From	To			

12. Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate in the pre-revised scale of pay:
13. Basic pay and total emoluments per month now drawn (Pay Band, Pay and Grade Pay to the indicated if drawing pay in revised pay structure):
14. Whether belongs to SC/ST/OBC:

15. 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. Additional details about present employment. Please state whether working under:
 - (a) Central Government
 - (b) State Government
 - (c) University/Recognized Research Institute
 - (d) Public Section Undertaking
 - (e) Semi-Govt. Statutory or Autonomous Organization
17. Please state clearly whether in the light of entries made above, you meet the requirements of the post: Yes/No

Date:.....

Signature of the applicant

Address.....

.....

Certificate

(to be filed in by the Parent Office/Department)

1. Certified that the particulars furnished above by the applicant have been checked for available records and found correct.
2. Certified that the candidate is eligible for the post as per conditions mentioned in the advertisement.
3. Certified also that no vigilance case is either pending or being contemplated against the applicant, Integrity of the applicant is also certified.
4. Photocopies of complete and upto date CR dossier of the officer for the last five years, duly attested, on each page enclosed.
5. No major/minor penalty has been imposed on the concerned officer during the preceding ten years.

(Signature)

Name & Designation of the Head of the Department/
Authorized Signatory with seal
Telephone Number