

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

Lok Nayak Bhawan, New Delhi
Dated 04th August, 2016

Office Memorandum

Subject:-filling up of various posts in the National Commission of Women by
deputation on 'Foreign Service terms' basis-reg.

With reference to National Commission of Women vacancy circular No.-
1/2(2)/2015-NCW (A)-Pt. dtd 21.07.2016 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
the case of Under Secretary and above level Officers of CSS applying for
deputation.



(Raju Saraswat)

Under Secretary to the Govt. of India

Tel:-24629412

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

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No. 1/2(2)/2015-NCW(A)-Pt.
National Commission for Women
Plot No. 21, Jasola Institutional Area
New Delhi - 110 025.

23 July, 2016.

To
The Director (CS), Department of Personnel & Training
Lok Nayak Bhawan, New Delhi 110003.

The Deputy Secretary (WW), Ministry of WCD, Shastri Bhavan, New Delhi.

The Deputy Secretary (Admin), Ministry of Law & Justice, Shastri Bhavan, New Delhi.

Sub: Filling up the vacant posts in the National Commission for Women
by deputation on 'Foreign service terms' basis - reg.

Sir,

National Commission for Women was constituted as per the NCW Act, 1990 and has been functioning as per the mandate bestowed on it by the NCW Act, 1990. The Commission has been looking after the safety and welfare of the women.

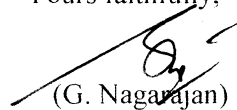
NCW invite applications from eligible persons for the posts of:

Sl No.	Name of the post	No of post	Eligibility condition
1.	Deputy Secretary Rs.15,600-39000 + 7600/-(G.P)	01 (one)	Essential :- Officers under the Central Government or State Governments holding analogous post on regular basis OR Officers having 5 years regular service in the post of Under Secretary in scale of pay of Rs.15100-39100(PB-3) in the Grade pay of Rs.6600/- possessing the knowledge of Administrative matters and must have graduate degree in any discipline from recognized university.
2.	Law Officer (Rs.15,600-39,100- 6600(GP)	01 (One)	Holding analogous post on regular basis OR With five years of regular service in the revised pay scale Rs.9300-34800 + 5400 GP) or equivalent OR With six years of regular service in post in the scale of Rs.9300-34800/+ 4800 GP) or equivalent. OR With seven years of regular service in the scale of Rs.9300-34800/+ 4600 GP) or equivalent. qualifications and experience :- Degree in Law (LLB/BL) of a recognized university or equivalent 5 years experience in handling service and other legal matters including those in the Courts of Tribunals.
3.	Private Secretary Rs.9300-34800+ 4800/- (PB-2)	04 (Four)	Essential :- (i) holding analogous posts on regular basis in the parent Cadre/Department : or (ii) With three years' service in the scale of pay of Rs.9,300-34,800+4600 GP; or (iii) six years' regular service as Stenographer Grade 'C' in the old scale of pay of Rs.5500-175-9000 (pre-revised) Revised pay-scale of Rs.9,300-34800+ 4200 GP.

4.	Research Assistant Rs.9,300-34,800+GP Rs.4200/-(PB-2)	04 (Four)	(i) holding analogous posts on regular basis in the parent Cadre or Department; or (ii) With eight years regular service in posts in the scale of pay of Rs.5,200-20,200 with Rs.2800 GP or equivalent in the parent cadre or department Possessing master degree in sociology/MSW of a recognized university or equivalent. Having three years experience of Research on Women issues. Having sound knowledge of computer.
5.	Assistant Rs. 9300-34800 + Rs.4200/-(GP) (PB-2)	03 (Three)	(i) holding analogous posts on regular basis in the parent Cadre or Department; or (ii) With eight years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs.5,200-20,200+2800 GP or equivalent in the parent cadre or department .or With ten years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs.5,200-20,200+2400 GP or equivalent in the parent cadre or department (b) (i) Possessing bachelor's degree from recognized University or Institute or equivalent; and (ii) five years experience in administrative matters.
6.	Jr. Accountant (Rs.5200-20200+ 2400 GP	02 (Two)	(i) holding analogous posts on regular basis or (ii) Lower Division Clerk with 5 years of service in the grade with experience in cash. Having knowledge of Tally.
7.	Personal Assistant Rs.9300-34,800+ Rs.4200 (GP)	01 (One)	Holding analogous posts or having six year's regular service as Steno Grade 'D' in the Scale of pay of Rs. 5200-20200+ Rs. 2400 GP (Old scale Rs.4000-100-6000) 2) Intermediate or equivalent 3) Should possess a speed of 100 words per minute in English Shorthand and 40 words per minute in English Typewriting.
8.	Stenographer Grade 'D' Rs.5200-20200+ Rs.2400 (GP)	04 (Four)	(i)Holding analogous posts on regular basis in the parent cadre/Department; or (ii) with five years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs.5200-20200+GP 1900/- or equivalent in the parent cadre or Department; or (b) and have passed skill test on computer with 10 minutes having a speed of 80 w.p.m. in stenography and transcription 50 minutes English/65 minutes Hindi.
9.	Lower Division Clerk Rs.5200-20200+ Rs.1900 (GP)	07 (seven)	Essential: Holding analogous posts on regular basis OR At least 3 years regular service in the Rs. 5200-20200+1800 GP (Old Scale of pay of Rs. 2750-70-2800-75-4400) and possessing educational qualifications as below: (i) Intermediate or equivalent (ii) Should possess a typing speed of 30/25 words per minute in English.

It is requested that the vacancy of the above posts may please be placed on DoPT website for wide circulation. Suitable CSS officer having the required eligibility condition may please be sponsored alongwith their application accompanys by the Vigilance Clearance and Photo copies of ACRs/APARs duly attested be forwarded to the undersigned for further necessary action at this end.A copy of the advertisement placed on the website is enclosed.

Yours faithfully,


(G. Nagarajan)
Under Secretary

Encl: as above.