

No.21/01/2021-CS-I (Coord)
Ministry of Personnel, Public Grievances Pension
Department of Personnel & Training
(C.S.I Division)

2nd Floor, 'A' wing,
Lok Nayak Bhawan,
Khan Market, New Delhi
Dated 12th July, 2021


OFFICE MEMORANDUM

Subject:- Filling up of vacancies of Director, Deputy Director, Assistant Director in the National commission for Scheduled Castes by deputation (including short-term contract) -reg.

The undersigned is directed to refer to the vacancy circular No.2/2NCSC/2021-Admn.dated 18.06.2021, received from National Commission for Scheduled Castes for filling up of vacancies of Director, Deputy Director and Assistant Director in the National Commission for Scheduled Castes by deputation (including short-term contract).

2. It may be noted that cadre clearance from C.S.I Division will be required in case of any Under Secretary and above level officers of CSS submit his candidature for the deputation post.

3 In case of any further clarification, applicants are requested to contact the concerned Ministries/Departments.


(Zachariah Thomas)

Under Secretary to the Government of India
Tele:- 24624046

To,

All Ministries/Departments (through DOPT's website)

Fwd: Filling up of vacancies of Director, Deputy Director, Assistant Director in the National Commission for Scheduled Castes by deputation(including short-term contract)

From : Ajay Kumar Singh <ajaykr.singh67@gov.in>
Subject : Fwd: Filling up of vacancies of Director, Deputy Director, Assistant Director in the National Commission for Scheduled Castes by deputation(including short-term contract)
To : Surya Prakash SO <s.prakash11@nic.in>, SURENDRA KUMAR BAIRWA <skbairwa.89@gov.in>

Wed, Jun 30, 2021 02:05 PM

5 attachments

Regards,

Ajay Kumar Singh
 Under Secretary (Coord.I)
 Department of Personnel & Training
 North Block, New Delhi-110001

for CS.I. Div.

20/8/21

From: "C.CELL NCSC" <ccell-ncsc@nic.in>
To: "Ajay Kumar Singh" <ajaykr.singh67@gov.in>
Sent: Wednesday, June 30, 2021 3:42:51 AM
Subject: Fwd: Filling up of vacancies of Director, Deputy Director, Assistant Director in the National Commission for Scheduled Castes by deputation(including short-term contract)

Sir

Hon'ble Chairman, NCSC has directed for publishing the vacancy circular of Director, Deputy Director and Assistant Director in NCSC on the website of DoP&T. It is therefore requested to take necessary action for uploading these circulars (attached) in DoP's website.

US/Coord

From: "C.CELL NCSC" <ccell-ncsc@nic.in>
To: "Juglal Singh" <diradmin@nic.in>
Cc: "Kiran Jolly" <kiran.jolly@nic.in>, "Ajit Kumar" <ajit.sahu61@gov.in>, "Parveen mosje" <parveen.75@gov.in>, "Sanjeev Kumar Anand" <sk.anand72@gov.in>
Sent: Tuesday, June 22, 2021 11:34:28 AM
Subject: Filling up of vacancies of Director, Deputy Director, Assistant Director in the National Commission for Scheduled Castes by deputation(including short-term contract)

Sir kindly see the attachment for details regarding "Filling up of vacancies of Director, Deputy Director, Assistant Director in the National Commission for Scheduled Castes by deputation(including short-term contract)".

National Commission for Scheduled Castes
5th Floor Lok Nayak Bhawan
Khan Market New Delhi-110003

filling up of vacancies for the post of Director (Joint Cadre,) Deputy Director (Joint Cadre) and Assistant Director (Joint Cadre)_0001 (1).pdf
 495 KB

dopt.pdf
 257 KB

Assit Director annex.pdf
 2 MB

DEputydirector_annex.pdf
 2 MB

Director_annex.pdf
 2 MB

Soc Coord/
 or
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No.2/2/NCSC/2021-Admn.

Government of India

National Commission for Scheduled Castes

(A Constitutional body set up under Article 338 of the Constitution of India)

5th Floor, Lok Nayak Bhawan,
Khan Market, New Delhi.

Date:18.06.2021

VACANCY CIRCULAR

The National Commission for Scheduled Castes Ministry of Social Justice and Empowerment intends to fill the Post of **Director** in the National Commission for Scheduled Castes by deputation (including short-term contract).

Post	Number of Posts	Vacancy Locations	Pay Scale	Eligibility
Director	5 (Five)	Lucknow, Bangalore, Chennai, Kolkata and Pune	Level-12 in the pay matrix (Rs. 78800-209200/-)	Deputation: (Including short-term contract) Officers under the Central Government or State Government or Union Territory Administrations or Universities or Research Institutions or Public Sector Undertakings or autonomous, semi-government or statutory organizations- (A) (i) Holding analogous post 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 level 11 in the pay matrix (Rs. 67,700-208,700/- in the parent cadre or department; (B) Possessing the qualifications as under: (i) Master's Degree of a recognised University or institution in Social Work or Sociology or Economics or Anthropology or Social Anthropology or Statistics or Psychology or Geography or Mathematics (with Statistics); (ii) Eight years experience of conducting survey or research in the field or social welfare including analysis of data and preparation of the reports.

*-The vacancy locations for NCSC are for the initial appointments only and the personnel may be posted/transferred in HQ or in any of the 12 State Offices of NCSC later, whenever required in public interest.

Note:-1- 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 (including short term

20/8/21
USC (Head)
Soc. Sec. Sec.
20/8/21

contract) and similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note 2: 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 organization/department of the Central Government shall ordinarily not exceed three years.

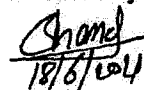
Note 3: The maximum age limit for appointment by deputation (including short-term contract) shall be not exceeding 56 years as on the closing date or receipt of applications.

2. The selected officers will be on deputation for a period of three years initially which can be curtailed or extended further, depending upon the requirement, and with the consent of the officer and approval of the leading department. The usual deputation terms will apply. The selected officer will be posted with the Ministry of Social Justice & Empowerment/National Commission for Scheduled Castes.

3. All Ministries/Departments of Government of India, All State/Union Territories Governments, All Universities, All Recognized Research Institutions, All Public Sector Undertakings, All Semi-Government Organizations, All Statutory or Autonomous bodies are requested to circulate the above posts among the officers, working with them and forward the application (in prescribed pro forma Annexure A) of eligible and interested officers, along with a certificate to the effect that they are clear from vigilance angle, their integrity certificate, details of major/minor penalty imposed on them during the last 10 years and attested photocopies of their ACRs/APARs for the last 5 years to the undersigned at the following address within 60 days of its publication in the Employment News:

Shri Kishan Chand
Under Secretary (Admn.)
5th Floor Lok Nayak Bhawan,
Khan Market, New Delhi
E-mail- kishan.chand68@nic.in

Yours faithfully


18/6/2014

(Kishan Chand)

Under Secretary to the Govt. of India
Tel.:- Tel. No. 24606845

To

1. The Director (CS), Department of Personnel and Training, North Block, New Delhi-110001 with the request to get this O.M. placed on the DOPT website.
2. (i) All Central Government Ministries & Departments with request to circulate the vacancy circular amongst all employees of your Ministry/Department and also to forward a copy of this advertisement to all Universities/recognized research institutions/Public Sector Undertaking/Semi-Government Organizations/Statutory or autonomous bodies under your Ministry/Department.
(ii) All State/Union Territories Governments with request to circulate the vacancy circular amongst all employees of your State/UT government and also to forward a

copy of this advertisement to all Universities/recognized research institutions/Public Sector Undertaking/Semi-Government Organizations/Statutory or Autonomous bodies under your State/Union Territory Government.

3. Ministry's website.
4. E-office notice board.

BIO-DATA/CURRICULUM VITAE PROFORMA

1. Name and address (in Block capitals):	
2. Date of Birth (In Christian era):	
3.I) Date of entry into service	
II) Date of retirement under Central Govt./State Govt. under the Rules:	
4. Educational & other Qualifications	
5. 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 as mentioned in the advertisement/vacancy circular.	Qualifications/experience possessed by the officer
Essential	Essential
A) Qualification	A) Qualification
B) Experience	B) Experience
Desirable	Desirable
A) Qualification	A) Qualification
B) Experience	B) Experience
5.1 Note: This column needs to be amplified to Indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.	
5.2 In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.	
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.	
6.1 Note: Borrowing Departments are to provide their specific comments/views confirming the relevant Essential Qualifications/Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.	
10. If any post held on Deputation in the last by the applicant, date of return from the last deputation and other details.	
11. Additional details about present employment; Please state whether working under (Indicate the name of your employer against the relevant column)	
a) Central Government	

recognition vi) any other information. (Note: Enclose a separate sheet if the space is insufficient)		
17. Please state whether you are applying for deputation ('STC')/ Absorption/Re-employment Basis# (Officers under Central/State Governments are only eligible for "Absorption" Candidates of non-Government Organizations are eligible only for Short Term Contract)		
#(The option of STC/Absorption/Re-employment are available only if the vacancy circular specially mentioned recruitment by "STC" of 'Absorption or "Re-employment")		
18. Whether belongs to SC/ST		

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

(Signature of the candidate)

Address: _____

Date

b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others		
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.		
13. 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		
14. Total emoluments per month now drawn		
Basic Pay in the PB	Grade Pay	Total Emoluments
15. In case the applicant belongs to an Organization which is not following the Central Government Pay-Scales, the latest salary slip issued by the Organization showing the following details may be enclosed.		
Basic Pay with Scale of Pay and rate of increment	Dearness Pay/Interim relief/ other Allowances etc., (with break-up details)	Total Emoluments
16.A Additional Information, if any, relevant to the post you applied for 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 as prescribed in the vacancy Circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient)		
16.B Achievements: The candidates are requested to indicate information with regard to; (i) Research publications and reports and special projects (ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and (iv) Patents registered in own name or achieved for the organization (v) Any research/innovative measure involving official		

CERTIFICATE TO BE EMPLOYER/CADRE CONTROLLING AUTHORITY

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 the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

- i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt. _____
- ii) His/Her Integrity is certified.
- iii) His/Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Government of India or above are enclosed.
- iv) No major/minor penalty has been imposed on him/her during the last 10 years Or A list of major/minor penalties imposed on him/her during the last 10 years is enclosed. (as the case may be)

Countersigned

(Employer/Cadre Controlling Authority with Seal)

F.No.2/2/NCSC/2021-Admn
National Commission for Scheduled Castes
(A Constitutional body set up under Article 338 of the Constitution of India)

5th Floor, Loknayak Bhawan,
Khan Market, New Delhi

Dated. 28.06.2021

To

The Secretary,
Department of personnel and Training,
North Block,
New Delhi


Sub: - Filling up of vacancies for the post of Director (Joint Cadre) Deputy Director
(Joint Cadre) and Assistant Director (Joint Cadre) - reg

Sir,

In continuation to this Commission's letter of even no. dated 22.06.20201 forwarding therewith vacancy circulars for the various posts to be filled on deputation basis with a request to upload the same in the website of DoP&T for its wider reach, in this regard, it is further requested that a corrigendum issued subsequently on 25.06.2021 may also be uploaded in DoP&T website.

Encl: As above

Yours faithfully,


28/6/2021

(Kishan Chand)

Under Secretary to the Govt. of India
Tel.No.24606845

No.2/2/NCSC/2021-Admn.
Government of India
National Commission for Scheduled Castes
(A Constitutional body set up under Article 338 of the Constitution of India)

5th Floor, Lok Nayak Bhawan
Khan Market, New Delhi-110003
Dated: 22nd June, 2021

To

The Secretary
Department of Personnel & Training
North Block, New Delhi

Subject: Filling up of vacancies of Director (Joint Cadre), Deputy Director (Joint Cadre) and Assistant Director (Joint Cadre) -reg.

Sir,

Many posts of Director (Joint Cadre), Deputy Director (Joint Cadre) and Assistant Director (Joint Cadre) in the National Commission for Scheduled Castes (NCSC) are lying vacant. This is severely affecting the functioning of the Commission. In order to fill the posts falling under deputation quota, the Commission has invited applications for filling up 05 posts of Director (Joint Cadre), 03 posts of Deputy Director (Joint Cadre) and 05 posts of Assistant Director (Joint Cadre). Circular inviting applications for filling these posts on deputation basis has been put on website of the Commission. A small advertisement to the effect that the Commission has invited applications for filling up these posts on deputation basis is also being published in Employment News and leading Newspapers. It is requested that Circular inviting applications for filling these posts may also be put on website of DoPT for its wider circulation and outreach.

Encl: As Above

Yours faithfully,


(Kishan Chand)

Under Secretary to the Govt. of India

Copy to-

1. Sr.PPS/PA to Hon'ble Chairman, NCSC, New Delhi.
2. Sr.PPS/PS to Secretary, NCSC, New Delhi.
3. Director (Admn.), NCSC, New Delhi.



No.2/2/NCSC/2021-Admn.

Government of India

National Commission for Scheduled Castes

(A Constitutional body set up under Article 338 of the Constitution of India)

5th Floor, Lok Nayak Bhawan,
Khan Market, New Delhi.

Date: 25.06.2021

CORRIGENDUM

Reference is invited this Commission's vacancy circular No. 2/2/NCSC/2021-Admn. dated 18.06.2021 for the post of Director on deputation. The number of posts indicated in Col.(2) may be read as 06 (Six) instead of 05 (five). The vacancies are at Lucknow, Bangalore, Chennai, Kolkata, Pune and Chandigarhi (one post at each location). The remaining content will be the same.

(Kishan Chand)

Under Secretary to the Govt. of India

Tel.:- Tel. No. 24606845

To

1. The Director (CS), Department of Personnel and Training, North Block, New Delhi-110001 with the request to get this O.M. placed on the DOPT website.
2. (i) All Central Government Ministries & Departments with request to circulate the vacancy circular amongst all employees of your Ministry/Department and also to forward a copy of this advertisement to all Universities/recognized research institutions/Public Sector Undertaking/Semi-Government Organizations/Statutory or autonomous bodies under your Ministry/Department.
(ii) All State/Union Territories Governments with request to circulate the vacancy circular amongst all employees of your State/UT government and also to forward a copy of this advertisement to all Universities/recognized research institutions/Public Sector Undertaking/Semi-Government Organizations/Statutory or Autonomous bodies under your State/Union Territory Government.
3. Ministry's website.
4. E-office notice board.



No.2/2/NCSC/2021-Admn.

Government of India

National Commission for Scheduled Castes

(A Constitutional body set up under Article 338 of the Constitution of India)

5th Floor, Lok Nayak Bhawan,
Khan Market, New Delhi.

Date: 18.06.2021

VACANCY CIRCULAR

The National Commission for Scheduled Castes, Ministry of Social Justice and Empowerment intends to fill the Post of **Assistant Director** in the National Commission for Scheduled Castes by deputation (including short-term contract).

Post	Number of Posts	Vacancy Locations	Pay Scale	Eligibility
Assistant Director	05	M/o SJ&E (Delhi) and NCSC* [(Delhi (HQ), Bangalore, Hyderabad and Chennai)]	Level-10 in the pay matrix (Rs. 56100-177500/-)	Deputation (including short-term contract) Officers under the Central Government or State Governments or Union Territory Administrations or Universities or recognized research institutions or public sector undertakings or autonomous, semi-government or statutory organizations- (A) (i) Holding analogous post on regular basis in the parent cadre/Department; or (ii) With two years' service in the grade rendered after appointment thereto on a regular basis in level 8 in the pay matrix (Rs.47600-151100/-) in the parent cadre or department; (B) Possessing the educational qualifications and experience as under: (i) Master's Degree of a recognised University or institution in Social Work or Sociology or Economics or Anthropology or Social Anthropology or applied Anthropology or Statistics or Psychology or Geography or Mathematics (with Statistics); (ii) Three year experience of conducting survey or research in the field or social welfare including analysis of data and preparation of the reports.

*-The vacancy locations for NCSC are for the initial appointments only and the personnel may be posted/transferred in HQ or in any of the 12 State Offices of NCSC later, whenever required in public interest.

Note:- 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 (including short term contract) and similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note 1: 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 organization/department of the Central Government shall ordinarily not exceed three years.

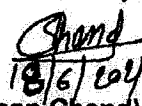
Note 2: The maximum age limit for appointment by deputation (including short-term contract) shall be not exceeding 56 years as on the closing date or receipt of applications.

2. The selected officers will be on deputation for a period of three years initially which can be curtailed or extended further, depending upon the requirement, and with the consent of the officer and approval of the leading department. The usual deputation terms will apply. The selected officer will be posted with the National Commission for Scheduled Castes.

3. All Ministries/Departments of Government of India, All State/Union Territories Governments, All Universities, All Recognized Research Institutions, All Public Sector Undertakings, All Semi-Government Organizations, All Statutory or Autonomous bodies are requested to circulate the above posts among the officers, working with them and forward the application (in prescribed pro forma Annexure A) of eligible and interested officers, along with a certificate to the effect that they are clear from vigilance angle, their integrity certificate, details of major/minor penalty imposed on them during the last 10 years and attested photocopies of their ACRs/APARs for the last 5 years to the undersigned at the following address within 60 days of its publication in the Employment News:

Shri Kishan Chand
Under Secretary (Adm.) or Lok Nayak Bhawan,
Khan Market, New Delhi
E-mail- kishan.chand68@nic.in

Yours faithfully,


(Kishan Chand)

Under Secretary to the Govt. of India
Tel.:- Tel. No. 24606845

To

1. The Director (CS), Department of Personnel and Training, North Block, New Delhi-110001 with the request to get this O.M. placed on the DOPT website.
2. (i) All Central Government Ministries & Departments with request to circulate the vacancy circular amongst all employees of your Ministry/Department and also to forward a copy of this advertisement to all Universities/recognized research institutions/Public Sector Undertaking/Semi-Government Organizations/Statutory or autonomous bodies under your Ministry/Department.

(ii) All State/Union Territories Governments with request to circulate the vacancy circular amongst all employees of your State/UT government and also to forward a copy of this advertisement to all Universities/recognized research institutions/Public Sector Undertaking/Seme-Government Organizations/Statutory or autonomous bodies under your State/Union Territory Government.

3. Ministry's website.
4. E-office notice board.

BIO-DATA/CURRICULUM VITAE PROFORMA

1. Name and address (in Block capitals):	
2. Date of Birth (In Christian era):	
3.I) Date of entry into service	
II) Date of retirement under Central Govt./State Govt. under the Rules:	
4. Educational & other Qualifications	
5. 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 as mentioned in the advertisement/vacancy circular.	Qualifications/experience possessed by the officer
Essential	Essential
A) Qualification	A) Qualification
B) Experience	B) Experience
Desirable	Desirable
A) Qualification	A) Qualification
B) Experience	B) Experience
5.1 Note: This column needs to be amplified to Indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.	
5.2 In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.	
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.	
6.1 Note: Borrowing Departments are to provide their specific comments/views confirming the relevant Essential Qualifications/Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.	
10. If any post held on Deputation in the last by the applicant, date of return from the last deputation and other details.	
11. 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 Organization d) Government Undertaking e) Universities f) Others		
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.		
13. 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		
14. Total emoluments per month now drawn		
Basic Pay in the PB	Grade Pay	Total Emoluments
15. In case the applicant belongs to an Organization which is not following the Central Government Pay-Scales, the latest salary slip issued by the Organization showing the following details may be enclosed.		
Basic Pay with Scale of Pay and rate of increment	Dearness Pay/Interim relief/ other Allowances etc., (with break-up details)	Total Emoluments
16.A Additional Information, if any, relevant to the post you applied for 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 as prescribed in the vacancy Circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient)		
16.B Achievements: The candidates are requested to indicate information with regard to; (i) Research publications and reports and special projects (ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and (iv) Patents registered in own name or achieved for the organization (v) Any research/innovative measure involving official		

recognition vi) any other information. (Note: Enclose a separate sheet if the space is insufficient)		
17. Please state whether you are applying for deputation ('STC')/ Absorption/Re-employment Basis# (Officers under Central/State Governments are only eligible for "Absorption" Candidates of non-Government Organizations are eligible only for Short Term Contract)		
#(The option of STC/Absorption/Re-employment are available only if the vacancy circular specially mentioned recruitment by "STC" of 'Absorption or "Re-employment")		
18. Whether belongs to SC/ST		

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

(Signature of the candidate)

Address: _____

Date

CERTIFICATE TO BE EMPLOYER/CADRE CONTROLLING AUTHORITY

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 the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

- i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt. _____
- ii) His/Her Integrity is certified.
- iii) His/Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Government of India or above are enclosed.
- iv) No major/minor penalty has been imposed on him/her during the last 10 years Or A list of major/minor penalties imposed on him/her during the last 10 years is enclosed. (as the case may be)

Countersigned

(Employer/Cadre Controlling Authority with Seal)



No.2/2/NCSC/2021-Admn.

Government of India

National Commission for Scheduled Castes

(A Constitutional body set up under Article 338 of the Constitution of India)

5th Floor, Lok Nayak Bhawan,
Khan Market, New Delhi.

Date:18.06.2021

VACANCY CIRCULAR

The National Commission for Scheduled Castes, Ministry of Social Justice and Empowerment intends to fill the Post of **Deputy Director** in the National Commission for Scheduled Castes by deputation (including short-term contract).

Post	Number of Posts	Vacancy Locations	Pay Scale	Eligibility
Deputy Director	3 (Two)	Delhi, Ahmedabad/Agartala/Guwahati/Thiruvananthapuram	Level-11 in the pay matrix (Rs. 67700-208700/-)	Deputation: (including short-term contract): Officers under the Central Government or State Governments of Union Territory Administrations or Universities or recognised research institutions or public sector undertakings or autonomous, semi-government or statutory organizations- (A) (i) Holding analogous post 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 level 10 in the pay matrix (Rs. 56100-177500/-) in the parent cadre or department; (B) Possessing the educational qualifications and experience as under: (i) Master's Degree of a recognised University or institution in Social Work or Sociology or Economics or Anthropology or Social Anthropology or applied Anthropology or Statistics or Psychology or Geography or Mathematics (with Statistics); (ii) Five year experience of conducting survey or research in the field or

				social welfare including analysis of data and preparation of the reports.
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*-The vacancy locations for NCSC are for the initial appointments only and the personnel may be posted/transferred in HQ or in any of the 12 State Offices of NCSC later, whenever required in public interest.

Note:- 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 (including short term contract) and similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note 1: 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 organization/department of the Central Government shall ordinarily not exceed three years.

Note 2: The maximum age limit for appointment by deputation (including short-term contract) shall be not exceeding 56 years as on the closing date or receipt of applications.

2. The selected officers will be on deputation for a period of **three years** initially which can be curtailed or extended further, depending upon the requirement, and with the consent of the officer and approval of the leading department. The usual deputation terms will apply. The selected officer will be posted with the National Commission for Scheduled Castes.

3. All Ministries/Departments of Government of India, All State/Union Territories Governments, All Universities, All Recognized Research Institutions, All Public Sector Undertakings, All Semi-Government Organizations, All Statutory or Autonomous bodies are requested to circulate the above posts among the officers, working with them and forward the application (in prescribed pro forma Annexure -I) of eligible and interested officers, along with a certificate to the effect that they are clear from vigilance angle, their integrity certificate, details of major/minor penalty imposed on them during the last 10 years and attested photocopies of their ACRs/APARs for the last 5 years to the undersigned at the following address within 60 days of its publication in the Employment News:

Shri Kishan Chand
Under Secretary (Admn.)
5th Floor Lok Nayak Bhawan,
Khan Market, New Delhi
E-mail- kishan.chand68@nic.in

Yours faithfully



(Kishan Chand)
Under Secretary to the Govt. of India
Tel.:- Tel. No. 24606845

To

1. The Director (CS), Department of Personnel and Training, North Block, New Delhi-110001 with the request to get this O.M. placed on the DOPT website.
2. (i) All Central Government Ministries & Departments with request to circulate the vacancy circular amongst all employees of your Ministry/Department and also to forward a copy of this advertisement to all Universities/recognized research institutions/Public Sector Undertaking/Semi-Government Organizations/Statutory or autonomous bodies under your Ministry/Department.

(ii) All State/Union Territories Governments with request to circulate the vacancy circular amongst all employees of your State/UT government and also to forward a copy of this advertisement to all Universities/recognized research institutions/Public Sector Undertaking/Seme-Government Organizations/Statutory or autonomous bodies under your State/Union Territory Government.
3. Ministry's website.
4. E-office notice board.

BIO-DATA/CURRICULUM VITAE PROFORMA

1. Name and address (in Block capitals):	
2. Date of Birth (In Christian era):	
3.I) Date of entry into service	
II) Date of retirement under Central Govt./State Govt. under the Rules:	
4. Educational & other Qualifications	
5. 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 as mentioned in the advertisement/vacancy circular.	Qualifications/experience possessed by the officer
Essential	Essential
A) Qualification	A) Qualification
B) Experience	B) Experience
Desirable	Desirable
A) Qualification	A) Qualification
B) Experience	B) Experience
5.1 Note: This column needs to be amplified to Indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.	
5.2 In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.	
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.	
6.1 Note: Borrowing Departments are to provide their specific comments/views confirming the relevant Essential Qualifications/Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.	
10. If any post held on Deputation in the last by the applicant, date of return from the last deputation and other details.	
11. 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 Organization d) Government Undertaking e) Universities f) Others		
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.		
13. 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		
14. Total emoluments per month now drawn		
Basic Pay in the PB	Grade Pay	Total Emoluments
15. In case the applicant belongs to n Organization which is not following the Central Government Pay-Scales, the latest salary slip issued by the Organization showing the following details may be enclosed.		
Basic Pay with Scale of Pay and rate of increment	Dearness Pay/Interim relief/ other Allowances etc., (with break-up details)	Total Emoluments
16.A Additional Information, if any, relevant to the post you applied for 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 as prescribed in the vacancy Circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient)		
16.B Achievements: The candidates are requested to indicate information with regard to; (i) Research publications and reports and special projects (ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and (iv) Patents registered in own name or achieved for the organization (v) Any research/innovative measure involving official		

recognition vi) any other information. (Note: Enclose a separate sheet if the space is insufficient)		
17. Please state whether you are applying for deputation ('STC')/ Absorption/Re-employment Basis# (Officers under Central/State Governments are only eligible for "Absorption" Candidates of non-Government Organizations are eligible only for Short Term Contract)		
#(The option of STC/Absorption/Re-employment are available only if the vacancy circular specially mentioned recruitment by "STC" of 'Absorption or "Re-employment")		
18. Whether belongs to SC/ST		

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

(Signature of the candidate)

Address: _____

Date

CERTIFICATE TO BE EMPLOYER/CADRE CONTROLLING AUTHORITY

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 the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

- i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt. _____
- ii) His/Her Integrity is certified.
- iii) His/Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Government of India or above are enclosed.
- iv) No major/minor penalty has been imposed on him/her during the last 10 years Or A list of major/minor penalties imposed on him/her during the last 10 years is enclosed. (as the case may be)

Countersigned

(Employer/Cadre Controlling Authority with Seal)