

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

.....

2nd Floor, A-Wing, Lok Nayak Bhawan,
Khan Market, New Delhi-110003,
Dated the 05th August, 2022.

OFFICE MEMERANDUM

Subject:- Filling up the One post in National Technical Research Organisation on deputation basis.

Reference is invited to National Technical Research Organisation Vacancy Circular No. V(A)/16/3/Rectt./NTRO/2022-17358 dated 24.05.2022 on the above subject. In this regard National Technical Research Organisation has requested vide Circular No. V(A)/16/3/Rectt./NTRO/2022-17823 dated 25.07.2022 regarding extension of **the date of submission of the application till 31.08.2021.**

2. The circular is hereby uploaded only for eligible CSS Officers in terms of OM No. 2/2/2010-CS.I (U) dated 18th August 2010. In case of any further clarification, applicants are requested to contact the concerned Ministry/Department who has advertised the circular.

3. 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.

Sunil
5/8/2022
(Sunil Kumar)

Under Secretary to the Govt. of India
Tel. No. 011-24629414

To:

All Ministries/ Departments (through DoP&T' website)

23
29-8-22

IMMEDIATE


No. V(A)/16/3/Rectt./NTRO/2022- 17823
Government of India
National Technical Research Organisation
Block-III, Old JNU Campus, New Delhi-110067

Dated, the 25th July 2022

Subject: Deputation to the grade of Director (Finance) in NTRO.

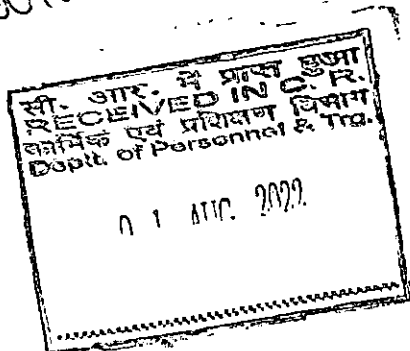
Kindly refer to this organization Recruitment Circular No. V(A)/16/3/Rectt./NTRO/2022-17358 dated 24.05.2022 (*copy enclosed for ready reference & also uploaded at <https://ntro.gov.in> website*) vide which applications were invited from eligible officers to fill up one (01) vacancy in the grade of **Director (Finance)** in Level - 13 of the Pay Matrix in National Technical Research Organisation on **deputation** basis.

2. The undersigned is directed to intimate that the last date for receipt of applications for the above has been extended up to **31st August 2022 (Wednesday)**.


(NC Bhuyan)
Deputy Director (R)

Distribution: As per the list enclosed.

DB (ES-I)
2440010/22T4



DISTRIBUTION LIST

1. The Joint CGDA (AN), O/o Controller General of Defence Accounts, Ulan Batar Road, Palam, Delhi Cantt, New Delhi-110010.
2. The Joint Controller General of Accounts (Admin), O/o CGA, E Block, Opposite Delhi Haat, GPO Complex, INA, New Delhi-110023.
3. The Principal Director (Personnel), O/o C&AG of India, 9. Deen Dayal Upadhyaya Marg, New Delhi – 110124.
4. The Assistant Comptroller & Auditor General (N), Office of CA&G of India, 9 Deen Dayal Upadhyaya Marg, New Delhi – 110124.
5. The Deputy Director General (PAF), Budget & Admin Wing, Postal Directorate, Department of Posts, Dak Bhawan, Patel Chowk, Parliament Street, New Delhi.
6. The Director of Accounts, Cabinet Secretariat, Room No. 1001, B-I wing 10th.floor, Pt. Deen Dayal Antodaya Bhawan, CGO Complex, New Delhi-110003.
7. The Principal Accountant General (GS&A), Karnataka, Audit Bhawan, C-Block, Post Box - 5398, Bengaluru – 560001.
8. The Principal Accountant General (A&E), Karnataka, Park House Road, Bengaluru – 560001
9. The Principal Accountant General (E&RSA), Karnataka, Audit Bhawan, C-Block, Post Box No. 5398, Bengaluru – 560001.
10. The Accountant General (A&E), Andhra Pradesh & Telangana, Saifabad, Hyderabad – 500004.
11. The Accountant General (A&E), Uttarakhand, Oberai Motors Bldg, Saharanpur Road, Majra, Dehradun – 248171.
12. The Accountant General (Audit), Uttarakhand, Vaibhav Palace, C-1/105, Indira Nagar, Dehradun – 248006.
13. The Accountant General (A&E), Chhatishgarh Zero Point, OPP. Vidhan Sabha, Baloda Bazar Road, Raipur – 492111.
14. The Accountant General (Audit), Chhatishgarh, Post-Mandhar, Zero Point, Raipur – 493111.
15. The Joint Secretary (Admin), Ministry of Personnel, Pensions & Public Grievances, Department of Personnel & Training, Room No. 109, North Block, New Delhi.

16. The Joint Secretary (Admin), Ministry of Home Affairs, Room No. 194, North Block, New Delhi.
17. The Joint Secretary (Estt), Ministry of Defence, Room No. 97, South Block, New Delhi.
18. Directorate of Personnel, DRDO Bhawan, Rajaji Marg, New Delhi.
19. The Joint Secretary (Admin), Department of Science & Technology, New Mehrauli Road, New Delhi.
20. The Joint Secretary, Department of Space, ISRO Hqrs. Antriksh Bhawan, New BEL Road, Bangalore- 560 094.
21. The Director (SR), Cabinet Secretariat, Room No. 1001, B-I wing 10th floor, Pt. Deen Dayal Antodaya Bhawan, CGO Complex, New Delhi-110003.
22. The Joint Director (Estt), Intelligence Bureau (MHA), 35, Sardar Patel Marg, New Delhi.
23. The Joint Secretary (Estt)/CAO, Ministry of Defence, Room No. 155, 'E' Block, Dalhousie Road, New Delhi-110 011.
24. The Inspector General (Pers), SSB, East Block-V, R. K. Puram, New Delhi- 110 066.
25. The Inspector General (Pers), CRPF, Directorate General, CRPF, Block No.-I, CGO Complex, New Delhi- 110003.
26. The Inspector General (Pers), BSF, Directorate General, BSF, Block No. 10, CGO Complex, New Delhi-110003.
27. The Inspector General (Pers), ITBP, Directorate General, ITBP, Block No. 2, CGO Complex, New Delhi-110003.
28. The Under Secretary (D), Ministry of Railways, Railway Board, Rail Bhawan, Raisina Road, New Delhi – 110001.

12
29-5-22

IMMEDIATE

No. V(A)/16/3/Pers-R1/NTRO/2022-17358
Government of India
National Technical Research Organisation
Block-III, Old JNU Campus, New Delhi-110067

Dated, the 24th May 2022

Sub: Recruitment Notice for deputation to the grade of Director (Finance) in NTRO on Deputation basis.

The undersigned is directed to forward a recruitment notice inviting applications to fill up 01 (One) vacancy in the grade of Director (Finance) in Level -13 of the Pay Matrix in National Technical Research Organisation on deputation basis.

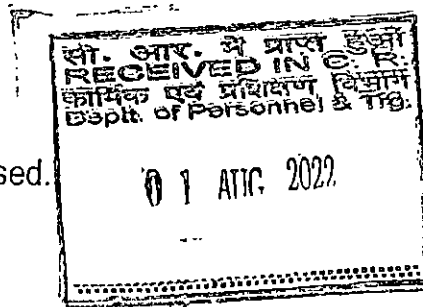
2. It is requested that this recruitment notice may please be widely circulated amongst the eligible officers of your Organization/Department. The applications duly filled by willing and eligible officers in prescribed pro forma (Annexure-I) with Certification by Employer/Cadre Controlling Authority (Annexure-II) may be forwarded through proper channel along with attested photocopies of APARs for the last 05 years so as to reach on the following address:-

Deputy Director (R)
National Technical Research Organisation
Block-III, Old JNU Campus
New Delhi - 110067

3. The last date for receipt of application is 30 days from the date of publication of advertisement in the Employment News. The recruitment notice is also being uploaded in the website ntro.gov.in. The extension of last date of receipt of application, if any, will be notified / uploaded in the above mentioned website.

Enclosure: As above.

Distribution: As per list enclosed.



Deputy Director (R) C

28-5
2440015/22/cp

16

RECRUITMENT NOTICE
NATIONAL TECHNICAL RESEARCH ORGANISATION

Applications are invited to fill up a vacancy in the following post in National Technical Research Organisation on Deputation basis:-

S. No.	Name of the Post	No. of Vacancy	Level in the Pay Matrix #
(i)	Director (Finance)	01 (One)	Level -13

In addition, Special Allowance @ 20% of Basic Pay will be admissible. No Deputation Duty Allowance will be paid.

2. The essential eligibility criteria are as under:-

Officers of the Central Government:-

- (a) (i) holding analogous post on regular basis or
(ii) with five years of regular service in Level-12 of the pay matrix; and
- (b) possessing the following educational qualification and experience: -
 - (i) Bachelor's degree from a recognized university; and
 - (ii) ten years' experience in finance/ budgeting/ accounts.

Note-1: The period of deputation including the period of deputation 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 five years.

Note-2: The maximum age limit for appointment on deputation shall be not exceeding fifty-six years as on the closing date of receipt of application.

3. How to apply – The applications duly filled in by willing and eligible officers in the prescribed pro forma (Annexure-I) with Certification by Employer/Cadre Controlling Authority (Annexure-II) be forwarded through proper channel along with attested photocopies of APARs for last 05 years so as to reach on the following address :-

Deputy Director (R)
National Technical Research Organisation
Block-III, Old JNU Campus
New Delhi - 110067

4. The last date of receipt of application is 30 days from the date of publication of advertisement in the Employment News. The detailed recruitment notice is also being uploaded in the ntro.gov.in website. The extension of last date of receipt of application, if any, will be notified/uploaded in the said Website.

5. Attested copies of educational qualifications, experience and other certificates should be enclosed with the application in support of their claim against the requisite eligibility criteria. Candidates may be required to produce original certificates for verification at the time of interview/selection.

6. Incomplete applications and/or those received late would be summarily rejected. No correspondence in this regard would be entertained.

7. On appointment, the officer is liable to serve anywhere in India.

8. Canvassing in any form will disqualify the candidate.



BIO-DATA/CURRICULUM VITAE PROFORMA		(Please affix a recent passport size colour photograph)
For the post of Director (Finance) on DEPUTATION BASIS		
Reference No:V(A)/16/3/Pers-R1/NTRO/2022		Post applied for: Director (Finance)
1.	Name and Address (in Block Letters) Contact No : Email ID :	
2.	Date of Birth (in Christian era)	
3.	i) Date of entry into Government service	
	ii) Date of retirement under Central/State Government Rules	
4.	Educational Qualifications	
5.	Whether Education and other qualification 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 (to be mentioned by the applicant clearly)
	Essential	Essential
	Officers of the Central Government:- (a) (i) holding analogous post on regular basis or (ii) with five years of regular service in Level-12 of the pay matrix; and (b) possessing the following educational qualification and experience: - (i) Bachelor's degree from a recognized university; and (ii) ten years' experience in finance / budgeting / accounts.	

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.					
<p>Note: Borrowing Department are to provide their specific comments/ views confirming the relevant Essential Qualifications/Work experience possesses by the Candidate (as indicated in the Bio-data) with reference to the post applied.</p>						
7.	Details of Employment, in chronological order, Enclose a separate sheet duly <u>authenticated by your signature</u> , if the space below is insufficient.					
	Office/institution	Post held on regular basis	From	To	Level in the Pay Matrix of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for
<p>*Important: Level in the Pay Matrix granted under ACP/MACP are personal to the officer and therefore, should not be mentioned in the above table. Only Level in the Pay Matrix of the post held on regular basis to be mentioned therein. Details of ACP/MACP with present Level in the Pay Matrix where such benefits have been drawn by the Candidate, may be indicated as below:</p>						
	Office/institution	Level in the Pay Matrix under ACP/MACP Scheme		From	To	
8.	Nature of present employment i.e. Ad hoc or Temporary or Quasi-Permanent or permanent					
9.	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/organisation to which the applicant belongs	d) Name of the post and pay of the post held in substantive capacity in the parent organisation.		
<p>Note: In case of officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate. Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organisation but still maintaining a lien in his parent cadre/organisation.</p>						

10.	If any post held on Deputation in the past 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 Organisation 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	Level in the Pay Matrix	Total Emoluments
15.	In case the applicant belongs to an organisation which is not following the Central Government Pay-scale, the latest salary issued by the organisation showing the following details may be enclosed.		
	Basic Pay with Level of Pay Matrix 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 qualification (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement) (Note: Enclose a separate sheet duly signed, if the space is insufficient)		

<p>(B) Achievements: The candidates are requested to indicate information with regard to:</p> <ul style="list-style-type: none">(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 organisation(iv) Any research /innovative measure involving official recognition (vi) any other information. <p>(Note: Enclose a separate sheet duly signed, if the space is insufficient)</p>	
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Bio data / 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)

Date _____

Address _____



ANNEXURE-II

Certification by the 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 APAR dossier in original is enclosed/photocopies of the APARs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. 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)

