

F. No. 3-5/2013-NCMEI
Government of India
National Commission for Minority Educational Institutions

Gate No. 4, 1st Floor, Jeevan Tara Building,
Parliament Street, Patel Chowk, New Delhi

Dated: 7.2.2014

OFFICE MEMORANDUM

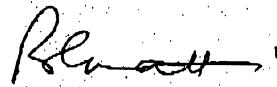
Subject: Filling up of one post each of Section Officer, Assistant and Accountant in the National Commission for Minority Educational Institutions- reg.

It is proposed to fill up one post each of Section Officer (PB-2, GP-4600), Assistant (PB-2, GP-4200) and Accountant (PB-2, GP-4200) in the National Commission for Minority Educational Institutions, an autonomous body under the Ministry of Human Resource Development, Government of India on deputation basis on terms & conditions of foreign service for a period of three years or till further orders, whichever is earlier. The eligibility criteria is given in Annexure-I.

2. Interested and eligible officials are requested to send their application through their controlling officers in the attached proforma (Annexure-II) to the Secretary, National Commission for Minority Educational Institutions within 30 days from the date of issue of OM.

3. Attested copies of ACRs/ APARs for the last five years, cadre clearance and vigilance clearance certificate may also invariably be enclosed along with application.

4. The terms & condition of deputation shall be regulated as per Deptt. of Pers. & Trg. OM No. 6/8/2009-Estt. (Pay-II) dated 17.6.2010, as amended from time to time.


(RITA CHATTERJEE)
SECRETARY

Tel: 23367759; Fax: 23343766

To

1. All Ministries/ Department of the Government of India.
2. DS (MC)/ US (MC), Department of Higher Education, Ministry of HRD, Shastri Bhavan, New Delhi along with 50 copies with the request to get the same circulated in sections/ divisions of the MoHRD.
3. Director (CS Div.), Deptt. of Pers. & Trg., Lok Nayak Bhawan, New Delhi with the request to circulate the vacancy amongst all cadre units of CSS through website of the DoP&T.
4. The Controller General of Accounts, Ministry of Finance, 7th Floor, Lok Nayak Bhavan, Khan Market, New Delhi.
5. Website of the Commission- www.ncmei.gov.in

SO(D)

Annexure-I

S. No.	Name of the Post	Scale of Pay	No. of Post	Eligibility Criteria
1	Senior Officer	Pay Band-2. (Rs. 9300-34800) Grade Pay- Rs. 4,600/-	1	Officer under the Central Government (i) holding analogous post on regular basis; or (ii) with 5 years regular service in the pay band-2 with grade pay of Rs. 4200.
2	Stent	Pay Band-2. (Rs. 9300-34800) Grade Pay- Rs. 4,200/-	1	Officials under the Central Govt. (i) holding analogous post on regular basis; or (ii) with 10 years regular service in the pay band-1 with Grade pay of Rs. 2400.
3	Assistant	Pay Band-2 (9300-34800) Grade pay- Rs. 4200	1	Officers under the Central Government (i) holding analogous post on regular basis; or (ii) with 5 years regular service in the pay band-2 with Grade pay of Rs. 2800.

Note: Eligibility criteria may be relaxed if the candidate is otherwise found suitable.