

F.No.6/1/2017-CS.I (S)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

2nd Floor, Lok Nayak Bhawan
Khan Market, New Delhi – 110 003
Dated the 20th March, 2018

Office Memorandum

Subject:- Filling up vacant post of Section Officer of CSS in the Department of Legal Affairs, Ministry of Law & Justice located outside the NCR – regarding.

The following vacancy in the grade of Section Officer in the Department of Legal Affairs, Ministry of Law & Justice located outside the National Capital Region is proposed to be filled up:-

Sl No.	Min/Deptt.	Office	Name of Post	No. of vacancies
1.	Legal Affairs	Branch Secretariat, Mumbai	Section Officer	01

2. Branch Secretariat Mumbai is under the cadre control of Department of Legal Affairs, Ministry of Law & Justice.

3. Ministries/Departments are requested to circulate the vacancy among CSS Officers and forward applications of willing officers to CS.I Division, DoP&T by **09/04/2018** subject to condition that no substitute will be provided in the event of selection of the candidate. The applications should be submitted in the format enclosed. While forwarding applications, vigilance status of the officer should also be indicated.



(Chandra Shekhar)
Under Secretary to the Government of India
Tel No. 011-2462 4046

To,
All the Ministries /Departments of Government of India
Under Secretary (Admn/Estt.)

Copy for information to: Ministry of Law & Justice, Department of Legal Affairs [Shri Unni Krishnan T., Under Secretary (Admn.IV)], Shastri Bhawan, New Delhi, w.r.t. OM No. A-22020/02/2014-Admn.IV (LA) dated 13th February, 2017.

Request for posting to the post of

1. PERSONAL INFORMATION

1.	Name	
2.	Designation	
3.	Date of Birth	
4.	Present Ministry/Department	
5.	Contact Number	
6.	Educational Qualification	

2. Experience

Sl No.	Grade	Ministry/Department	Period (Give Dates)	Subject Dealt (in brief)
1.				
2.				
3.				
4.				

4. Regional office for which applied :

5. Reason for posting:

Certified that I have verified the data in respect of me in the web based cadre management system and the data available therein is correct and upto date.

(Signature of the applicant)

Name _____

(For Adm. Division of Ministry/Department)

Forwarded

It is certified that the details of the officer in the web based cadre management is complete, correct and upto date.

The officer is clear from vigilance angle.

Signature:

Name:

Date _____