

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

2nd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi
Dated: 13th September, 2022

Office Memorandum

Subject: Inviting application for various posts on deputation (Foreign Service term basis) in Unique Identification Authority of India (UIDAI) Regional Office at Delhi and State Office, Bhopal.

Reference is invited to Unique Identification Authority of India (UIDAI)'s Circular No. A-12013/21/Deputation/RO Delhi/20-UIDAI dated 10/08/2022 vide which they have invited applications for filling up of various posts on deputation (Foreign Service term basis) in Unique Identification Authority of India (UIDAI) Regional Office at Delhi and State Office, Bhopal.

2. The circular is hereby uploaded only for eligible CSS officers in terms of DoPT's O. M. No. 2/2/2010-CS.I (U) dated 18/08/2010. 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 Kumar
13/09/2022
(Sunil Kumar)

Under Secretary to the Govt. of India
Phone: 011-24629414

To,

All Ministries / Departments through DoPT's website.

2
29-8-22

No. A-12013/21/Deputation/RO Delhi/20-UIDAI / 585
Ministry of Electronics & Information Technology
Unique Identification Authority of India (UIDAI)
HR Division

Bangla Sahib Road, Behind Kali Mandir
Gole Market, New Delhi - 110001

Dated: 10th August, 2022

CIRCULAR

Subject: Inviting application for various posts on deputation (Foreign Service term basis) in Unique Identification Authority of India (UIDAI) Regional Office at Delhi and State Office, Bhopal.

Unique Identification Authority of India (UIDAI), invites application for filling up the posts of (i) Deputy Director (ii) Private Secretary (iii) Assistant Accounts Officer (iv) Accountant & (v) Assistant Section Officer on deputation basis (Foreign Service terms) at its Regional Office in Delhi and State Office, Bhopal.

2. The application may be furnished in the prescribed *pro forma* and forwarded to **Director (HR), Unique Identification Authority of India (UIDAI), Regional Office Delhi, Below Supreme Court Metro Station, Pragati Maidan, New Delhi - 110001**. The last date for receipt of applications complete in all respect is **26.09.2022**. Since this vacancy is to be filled up on deputation basis private candidates are not eligible.

3. Application received after the last date or otherwise found incomplete shall not be considered. Further details may be obtained from the website www.uidai.gov.in.

Pragna Gupta
10-08-2022
Director (HR)

Sum
7/9/2022
SO(C)



CS-I

स. ए-12013/21/डेपुटेशन/क्षे. का./ दिल्ली/20- भा.वि.प.प्रा./535
इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी मंत्रालय
भारतीय विशिष्ट पहचान प्राधिकरण (यूआईडीएआई)
मा. सं. अनुभाग

गोल मार्केट, नई दिल्ली-110001
चतुर्थ तल, बंगला साहिब रोड
काली मंदिर के पीछे
दिनांक : 10 अगस्त, 2022

विषय : भारतीय विशिष्ट पहचान प्राधिकरण (यूआईडीएआई) क्षेत्रीय कार्यालय दिल्ली एवं राज्य कार्यालय भोपाल में भिन्न-भिन्न पदों को प्रतिनियुक्ति (बाह्य सेवा शर्तों) के आधार पर भरने हेतु रिक्ति परिपत्र ।

भारतीय विशिष्ट पहचान प्राधिकरण (यूआईडीएआई) अपने क्षेत्रीय कार्यालय, दिल्ली एवं राज्य कार्यालय भोपाल में (i) उप- निदेशक (ii) निजी सचिव (iii) सहायक लेखा अधिकारी (iv) लेखाकार तथा (v) सहायक अनुभाग अधिकारी के पदों को प्रतिनियुक्ति (बाह्य सेवा शर्तों) के आधार पर भरने का इच्छुक है ।

2. निर्धारित प्रपत्र में आवेदन निदेशक (मा.सं.), भारतीय विशिष्ट पहचान प्राधिकरण (यूआईडीएआई), क्षेत्रीय कार्यालय दिल्ली, सुप्रीम कोर्ट मेट्रो स्टेशन के नीचे, प्रगति मैदान, नई दिल्ली - 110001 को भेजा जा सकता है । सभी तरह से पूर्ण आवेदन पत्र प्राप्त करने की अंतिम तिथि 26.09.2022 है । चूंकि यह रिक्तिपूर्ण प्रतिनियुक्ति के आधार पर भरी जानी है, अतः गैर-सरकारी अभ्यर्थी पात्र नहीं हैं ।

3. आवेदन प्राप्त करने की अंतिम तिथि के बाद या अथुरे पाये गए आवेदन पत्रों पर विचार नहीं किया जाएगा । विस्तृत जानकारी के लिए कृपया हमारी वेबसाइट www.uidai.gov.in देखें ।

प्रीतूष गुप्ता
10.08.2022
निदेशक (मा. सं.)

CIRCULAR

Subject: Inviting application for various posts on deputation (Foreign Service term basis) in Unique Identification Authority of India (UIDAI) Regional Office at Delhi and State Office, Bhopal.

The Unique Identification Authority of India (UIDAI) is an autonomous statutory Authority set up under the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 for Aadhaar enrolment, authentication and other functions specified in Section 23 and other Sections of the Act.

2. UIDAI invites applications for filling up the following vacancies (may vary at the time of selection) on deputation basis on Foreign Service terms, in its Regional Office Delhi and State Office, Bhopal from amongst suitable and eligible officers as per the following requirements:-

Sl. No.	Name of the post and Scale of Pay	Location and Number of vacancies	Eligibility/ Qualification Criteria
1	Dy. Director Pay Matrix Level-11	01 (One) at RO, Delhi	Essential¹: Officers from the Central Government holding analogous posts on regular basis in the parent cadre/ department; OR With three years of regular service in the Pay Matrix Level 10; OR With five years of regular service in the Pay Matrix Level 9; OR With six years of regular service in the Pay Matrix Level 8; OR Officers from State/UT Government/ Public Sector Undertaking/ Autonomous Organization holding regular post in corresponding grades with requisite experience. Desirable: (i) Experience of work in Administration/ Legal/ Establishment/ Human Resource/ Finance/ Accounts/ Budgeting / Vigilance/ Procurement/ Planning and Policy / Project implementation and monitoring/ E-Governance etc. (ii) Basic skills for working in a computerized office environment.
2	Private Secretary Pay Matrix Level – 8	02(Two) at RO, Delhi and 01(one) at State Office Bhopal	Essential¹: Officers from the Central Government holding analogous posts on regular basis in the parent cadre/department, OR With three years of regular service in the Pay Matrix Level 7, OR With five years of regular service in the Pay Matrix Level 6. OR Officers from State Government/ Public Sector Undertaking/ Autonomous Organization holding regular post in, corresponding grades with requisite experience. Desirable: (i) Experience of office management/ secretarial assistance. (ii) Experience in stenography work. (iii) Basic skills for working in a computerized office environment.

Sl. No.	Name of the post and Scale of Pay	Location and Number of vacancies	Eligibility/ Qualification Criteria
3	Assistant Account Officer Pay Matrix Level-8	01(One) at RO, Delhi	<p>Essential¹:</p> <p>i) Officers from the Central Government holding analogous posts on regular basis in the parent cadre/ department, OR With three years of regular service in the Pay Matrix Level 7, OR With five years of regular service in the Pay Matrix Level 6, OR Officers from State Government/ Public Sector Undertaking/ Autonomous Organization holding regular post in corresponding grades with requisite experience.</p> <p>ii) Professional qualifications of Chartered Accountant/Cost Accountant/MBA (Finance), OR Having passed SAS/equivalent examination of organised Accounts Cadre of Central/State Government, OR Having successfully completed Cash & Accounts Training organised by ISTM; OR Having at least five years' experience in handling accounts related work.</p> <p>Desirable: (i) Basic skills for working in a computerized office environment.</p>
4.	Accountant Pay Matrix Level-05	01(One) at RO, Delhi	<p>Essential¹:</p> <p>i) Officers from the Central Government holding analogous posts on regular basis in the parent cadre/ department, OR With three years of regular service in the Pay Matrix Level 4, OR With five years of regular service in the Pay Matrix Level 3, OR Officers from State Government/ Public Sector Undertaking/ Autonomous Organization holding regular post in corresponding grades with requisite experience.</p> <p>ii) Graduate in Commerce.</p> <p>Desirable: (i) Basic skills for working in a computerized office environment.</p>
5.	Assistant Section Officer Pay Matrix Level-06	03(Three) at RO, Delhi	<p>Essential¹:</p> <p>Officers from the Central Government holding analogous posts on regular basis in the parent cadre/ department; OR With three years of regular service in the Pay Matrix Level 5; OR With five years of regular service in the Pay Matrix Level 4; OR With seven years of regular service in the Pay Matrix Level 3; OR Officers from State Government/ Public Sector Undertaking/ Autonomous Organization holding regular post in corresponding grades with requisite experience.</p> <p>Desirable: i) Experience of work in Administration/ Legal/ Establishment/ Human Resource/ Finance/ Accounts/ Budgeting / Vigilance/ Procurement/ Planning and Policy / Project implementation and monitoring/ E-Governance etc. ii) Basic skills for working in a computerized office environment.</p>

3. **Age Limit:** for all the posts mentioned above, the candidate should be below 56 years of age as on the closing date of the application.

¹ Officers already holding analogous posts in the parent cadre/department may be given preference.

4. **Period and other terms and conditions of deputation:**

4.1 The period of deputation shall be of five years. The lending department may relieve an officer for a lesser period as per their own policy/rules, which should not be less than three years in any case.

4.2 The general terms and conditions of services at UIDAI will be governed as per Unique Identification Authority of India (Appointment of Officers and employees) Regulations, 2020 and Unique Identification Authority of India (Salary, Allowances and other Terms & Conditions of Service of Employees) Regulations, 2020 and guidelines of the Central Government in this regard. The aforesaid regulations are available on the website of UIDAI (www.uidai.gov.in).

4.3 The terms of deputation, including the pay and allowances, except leave shall be governed by the provisions laid down in the Department of Personnel & Training Office Memorandum No. 6/8/2009-Estt.(Pay II) dated 17 June 2010 and other orders/guidelines issued in this regard from time to time. **Leave of an officer on deputation shall be regulated by leave rule of UIDAI.**

4.4 Central Government Employee completing 05 years of service may also apply for these posts.

5. Eligible and willing candidate may apply to the UIDAI in prescribed format – Annexure I, along with photocopies of the ACRs/APARs for the last five (5) years.

6. The applications in the prescribed format (Annexure-I) should reach to the **Director (HR), Unique Identification Authority of India (UIDAI), Regional Office, Delhi, Below Supreme Court Metro Station, Pragati Maidan, New Delhi – 110001** on or before the last date of receipt of the application. **The last date for receipt of applications is 26.09.2022.** Applications received after the last date shall not be entertained. Candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

7. Cadre authorities/Head of Departments are requested to forward applications of eligible and willing candidates whose services can be spared on deputation immediately on their selection, accompanying the following documents latest within 15 days after the last date of submission of application by the candidates:

- i. Attested copy of application in prescribed proforma – **Annexure I.**
- ii. Cadre Clearance Certificate from the Controlling Authority.
- iii. Statement giving detail of Major/Minor penalties, imposed upon the Officer, if any, during the last ten (10) years **Annexure II.**
- iv. Vigilance Clearance/Integrity Certificate (**Annexure II**).
- v. Photocopies of the ACRs/APARs for the last five (5) years duly attested on each page by an officer not below the level of Under Secretary or equivalent (**Annexure II**).

8. While forwarding the application it may also be verified and certified by the cadre controlling authority that the particulars furnished by the applicant are correct (**Annexure II**).

9. UIDAI may, in exceptional circumstances, convene the meeting of the Selection Committee and/ or consider a candidate without waiting for his/ her cadre clearance certificate and other documents listed in paragraph 7 of this circular. However, the offer for appointment to such candidate, in case of selection, shall be issued only on receipt of requisite documents from the cadre, duly attested and complete in all respects.

10. UIDAI reserves the right not to fill up all or any of the vacancies or to withdraw the circular at any time without assigning any reasons.

Piyush Gupta
10-8-2022
(Piyush Chand Gupta)
Director (HR)
Tel: 23478554

To:

✓ Director (CS Division), Department of Personnel and Training, Lok Nayak Bhawan, New Delhi – with a request to post the same on DoPT website.

ii. All Ministries/Departments of the Govt of India with a request to give wide publicity to the vacancy

in their Attached and Subordinate offices, Autonomous/Statutory Bodies and PSEs.

- iii. All the State Governments, Administration of Union Territories with a request to give wide publicity to the vacancy in their various Departments/Offices.
- iv. Head of organization; DRDO, Prasar Bharati, ISRO, NIC, Council of Scientific & Industrial Research, TRAINHAI, C-DAC, BSNL, MTNL, BBNL with a request to give wide publicity to the vacancy in their Organization.
- v. Indian Banks' Association (IBA): with a request to give wide publicity to the vacancy in all PSU Banks.
- vi. Website of UIDAI/ NCS Portal
- vii. Media Division, UIDAI HQ for publicizing the vacancy in at least two national dailies and Employment News and on UIDAI Twitter account
- viii. UIDAI Regional Office, Delhi : with a request to wide circulation in states of their jurisdiction and publication of the circular in two local news papers.

**APPLICATION FOR DEPUTATION (FOREIGN SERVICE TERM BASIS) IN
UIDAI REGIONAL OFFICE, DELHI AND STATE OFFICE, BHOPAL**

(Last date for receipt of Application: 26.09.2022)

(Since this vacancy is to be filled up on deputation basis, private candidates are not eligible)

1.	Post applied for (Please mention name of the post)				
2.	Name of the Candidate (in block letters)				
3.	Gender (✓ the appropriate box)	Male		Female	Paste a recent Passport size photograph
4.	Date of Birth (DD/MM/YYYY)				
5.	Date of retirement				
6.	Address for correspondence, mobile number and e-mail id				
7.	Education qualification (Graduation level and above)				
	Examination Passed	Year	Name of University/ Institute	Percentage of marks/ CGPA	Subjects
8(i)	Date of entry in service		Name of organization		Date of initial appointment
8 (ii)	Details of employment in , in chronological order (enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient)				
	Organization/ Institution	Post held	From	To	Scale of Pay Nature of duties
9.	Complete office address along with telephone number of the present Employer				
10.	Nature of the present employment (✓ the appropriate box)		Ad-hoc		Temporary
			Quasi-permanent		Permanent
11.	Present grade and date from which held on regular/substantive basis				
12.	Name of the Service, if belonging to Organised Service of the Central Government				
13.	Whether Educational and other qualifications required for the post are satisfied				

<p>If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same. If applied for more than one post, desired experience for all such posts may be indicated.</p>	
Qualification/ Experience required	Qualification/ Experience possessed by the officer
Essential: (i) (ii) (iii)	
Desired: (i) (ii) (iii)	
14. In case the present employment is held on deputation/ contract basis, please state	Date of initial appointment
	Period of appointment on deputation/contract
	Name of the parent office/organization to which you belong
15. Training/Courses attended	
16. Details of award/ honour/ appreciation	
17. Additional information, if any, which you would like to furnish in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient	

Date:

Place :

(Signature of the Candidate)

Mobile No. : _____

Office Tel.No. : _____

Certified that the service particulars given by the applicant have been verified from his/her service records and found to be correct.

Signature with seal of the Competent Authority

To be filled up by the cadre controlling authority

Office of

F.No.....

Date:.....

1. The applicant Shri/Smt./Ms if selected, will be relieved immediately and it should not be less than three years in any case.
2. Certified that the particulars furnished by the officer have been checked from available records and found correct.
3. Certified that the applicant is eligible for the post applied as per conditions mentioned in the circular/advertisement.
4. Integrity of the applicant is certified as 'Beyond Doubt'.
5. No Vigilance case is pending/contemplated against the Officer
6. It is certified that no penalty has been imposed on the applicant during the last 10 years (Alternatively, penalty statement during the last 10 years may be enclosed).
7. Attested photocopies of up-to-date ACRs/APARs for the last 5 years are enclosed. Photocopies of ACRs/APARs have been attested on each page by an officer not below the rank of Under Secretary or equivalent.

Signature.....

Name, Designation & Tele of the forwarding officer

(Office Stamp)

Date:

Place:

No. A-12013/21/Deputation/RO Ranchi/20-UIDAI/587
Ministry of Electronics & Information Technology
Unique Identification Authority of India (UIDAI)
HR Division

Bangla Sahib Road, Behind Kafi Mandir
Gole Market, New Delhi - 110001

Dated: 10th August, 2022

CIRCULAR

Subject: Inviting application for various posts on deputation (Foreign Service term basis) in Unique Identification Authority of India (UIDAI) Regional Office at Ranchi.

Unique Identification Authority of India (UIDAI), invites application for filling up the posts of (i) Deputy Director (ii) Section Officer (iii) Sr. Account Officer and (iv) Accountant on deputation basis (Foreign Service terms) at its Regional Office in Ranchi.

2. The application may be furnished in the prescribed *pro forma* and forwarded to **Director (HR), Unique Identification Authority of India, Regional Office (UIDAI), First Floor, RIADA Central Office Building, Namkum Industrial Area, Near STPI Lowadih, Ranchi - 834010.** The last date for receipt of applications complete in all respect is **26.09.2022.** Since this vacancy is to be filled up on deputation basis private candidates are not eligible.

3. Application received after the last date or otherwise found incomplete shall not be considered. Further details may be obtained from the website www.uidai.gov.in.

Piyush Lamba
10.08.2022
Director (HR)

स. ए-12013/21/डेपुटेशन/क्षे.का. रांची /20- भा.वि.प.प्रा. /587
इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी मंत्रालय
भारतीय विशिष्ट पहचान प्राधिकरण
मानव संसाधन

बंगला साहिब मार्ग, काली मंदिर के पीछे
गोल मार्केट, नई दिल्ली-110001
दिनांक: 18 अगस्त, 2022

विषय: भारतीय विशिष्ट पहचान प्राधिकरण (यूआईडीएआई) क्षेत्रीय कार्यालय रांची में भिन्न-भिन्न पदों को प्रतिनियुक्ति (बाह्य सेवा शर्तों) के आधार पर भरने हेतु रिक्ति परिपत्र ।

भारतीय विशिष्ट पहचान प्राधिकरण (यूआईडीएआई) क्षेत्रीय कार्यालय रांची में (i) उप-निदेशक, (ii) अनुभाग अधिकारी एवं (iii) वरिष्ठ लेखा अधिकारी तथा (iv) लेखाकार के पदों को प्रतिनियुक्ति (बाह्य सेवा शर्तों) के आधार पर भरने का इच्छुक है ।

2. निर्धारित प्रपत्र में आवेदन निदेशक (मा.सं.), भारतीय विशिष्ट पहचान प्राधिकरण (यूआईडीएआई), क्षेत्रीय कार्यालय, प्रथम तल, रियाडा केन्द्रीय कार्यालय, नामकुम औद्योगिक क्षेत्र, लोवाडीह, नामकुम, रांची - 834010 को भेजा जा सकता है । सभी तरह से पूर्ण आवेदन पत्र प्राप्त करने की अंतिम तिथि 26.09.2022 है । चूंकि यह रिक्तियाँ प्रतिनियुक्ति के आधार पर भरी जानी है, अतः गैर-सरकारी अभ्यर्थी प्रात्र नहीं हैं ।

3. आवेदन प्राप्त करने की अंतिम तिथि के बाद या अधूरे पाये गए आवेदन पत्रों पर विचार नहीं किया जाएगा । विस्तृत जानकारी के लिए कृपया हमारी वेबसाइट www.uidai.gov.in देखें ।

वी.पू.अ. गुप्ता
18-08-2022
निदेशक (मानव संसाधन)

CIRCULAR

Subject: Inviting application for various posts on deputation (Foreign Service term basis) in Unique Identification Authority of India (UIDAI) Regional Office at Ranchi.

The Unique Identification Authority of India (UIDAI) is an autonomous statutory Authority set up under the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 for Aadhaar enrolment, authentication and other functions specified in Section 23 and other Sections of the Act.

2. UIDAI invites applications for filling up the following vacancies (may vary at the time of selection) on deputation basis on Foreign Service terms, in its Regional Office, Ranchi from amongst suitable and eligible officers as per the following requirements :-

Sl. No.	Name of the post and Scale of Pay	Number of vacancy(ies)	Eligibility Qualification Criteria
1	Dy. Director Pay Matrix Level-11	1(One)	Essential¹: Officers from the Central Government holding analogous posts on regular basis in the parent cadre/ department; OR With three years of regular service in the Pay Matrix Level 10; OR With five years of regular service in the Pay Matrix Level 9; OR With six years of regular service in the Pay Matrix Level 8; OR Officers from State/UT Government/ Public Sector Undertaking/ Autonomous Organization holding regular post in corresponding grades with requisite experience. Desirable: (i) Experience of work in Administration/ Legal/ Establishment/ Human Resource/ Finance/ Accounts/ Budgeting / Vigilance/ Procurement/ Planning and Policy / Project implementation and monitoring/ E-Governance etc. (ii) Basic skills for working in a computerized office environment.
2.	Section Officer (Pay Matrix Level-08)	01(One)	Essential¹: Officers from the Central Government holding analogous posts on regular basis in the parent cadre/department; OR With three years of regular service in the Pay Matrix Level 7; OR With five years of regular service in the Pay Matrix Level 6; OR Officers from State Government/ Public Sector Undertaking/ Autonomous Organization holding regular post in corresponding grades with requisite experience. Desirable: i. Experience of work in Administration/ Legal/ Establishment/ Human Resource/ Finance/ Accounts/ Budgeting / Vigilance/ Procurement/ Planning and Policy / Project implementation and monitoring/ E-Governance etc. ii. Basic skills for working in a computerized office environment, e-Office etc

3	Sr. Account Officer Pay Matrix Level-10	01(One)	Essential¹: Officers from the Central Government holding analogous posts on regular basis in the parent cadre/ department OR With two years of regular service in the Pay Matrix Level 9. OR With five years of regular service in the Pay Matrix Level 8. OR Officers from State Government/ Public Sector Undertaking/ Autonomous Organization holding regular post in corresponding grades with requisite experience. (ii) Professional qualifications of Chartered Accountant/Cost Accountant/MBA (Finance) OR Having passed SAS/equivalent examination of organized Accounts Cadre of Central/State Government OR Having successfully completed Cash & Accounts Training organized by ISTM; Desirable : Basic skills for working in a computerized office environment
4	Accountant (Pay Matrix Level-05)	1(One)	Essential¹: i) Officers from the Central Government holding analogous posts on regular basis in the parent cadre/ department, OR With three years of regular service in the Pay Matrix Level 4, OR With five years of regular service in the Pay Matrix Level 3. OR Officers from State Government/ Public Sector Undertaking/ Autonomous Organization holding regular post in corresponding grades with requisite experience. ii) Graduate in Commerce. Desirable: (i) Basic skills for working in a computerized office environment.

3. **Age Limit:** for all the posts mentioned above, the candidate should be below 56 years of age as on the closing date of the application.

4. **Period and other terms and conditions of deputation:**

4.1 The period of deputation shall be of five years. The lending department may relieve an officer for a lesser period as per their own policy/rules, which should not be less than three years in any case.

4.2 The general terms and conditions of services at UIDAI will be governed as per Unique Identification Authority of India (Appointment of Officers and employees) Regulations, 2020 and Unique Identification Authority of India (Salary, Allowances and other Terms & Conditions of Service of Employees) Regulations, 2020 and guidelines of the Central Government in this regard. The aforesaid regulations are available on the website of UIDAI (www.uidai.gov.in).

4.3 The terms of deputation, including the pay and allowances, except leave shall be governed by the provisions laid down in the Department of Personnel & Training Office Memorandum No. 6/8/2009-Estt.(Pay II) dated 17 June 2010 and other orders/guidelines issued in this regard from time to time. **Leave of an officer on deputation shall be regulated by leave rule of UIDAI.**

4.4 Central Government Employee completing 05 years of service may also apply for these posts.

5. Eligible and willing candidate may apply to the UIDAI in prescribed format – Annexure I, along with photocopies of the ACRs/APARs for the last five (5) years.

6. The applications in the prescribed format (Annexure-I) should reach to the **Director (HR), Unique Identification Authority of India (UIDAI), Regional Office, 1st Floor, RIADA Central Office**

¹ Officers already holding analogous posts in the parent cadre/department may be given preference.

Building, Namkum Industrial Area, Near STPI Lowadh, Ranchi - 834 010 on or before the last date of receipt of the application. **The last date for receipt of applications is 26.09.2022.** Applications received after the last date shall not be entertained. Candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

7. Cadre authorities/Head of Departments are requested to forward applications of eligible and willing candidates whose services can be spared on deputation immediately on their selection, accompanying the following documents latest within 15 days after the last date of submission of application by the candidates:

- i. Attested copy of application in prescribed proforma – **Annexure I**.
- ii. Cadre Clearance Certificate from the Controlling Authority.
- iii. Statement giving detail of Major/Minor penalties, imposed upon the Officer, if any, during the last ten (10) years **Annexure II**.
- iv. Vigilance Clearance/Integrity Certificate (**Annexure II**).
- v. Photocopies of the ACRs/APARs for the last five (5) years duly attested on each page by an officer not below the level of Under Secretary or equivalent (**Annexure II**).

8. While forwarding the application it may also be verified and certified by the cadre controlling authority that the particulars furnished by the applicant are correct (**Annexure II**).

9. UIDAI may, in exceptional circumstances, convene the meeting of the Selection Committee and/ or consider a candidate without waiting for his/ her cadre clearance certificate and other documents listed in paragraph 7 of this circular. However, the offer for appointment to such candidate, in case of selection, shall be issued only on receipt of requisite documents from the cadre, duly attested and complete in all respects.

10. UIDAI reserves the right not to fill up all or any of the vacancies or to withdraw the circular at any time without assigning any reasons.

Piyush Chand Gupta
10.08.2022
(Piyush Chand Gupta)
Director (HR)
Tel: 23478554

To,

- i. Director (CS Division), Department of Personnel and Training, Lok Nayak Bhawan, New Delhi – with a request to post the same on DoPT website.
- ii. All Ministries/Departments of the Govt of India with a request to give wide publicity to the vacancy in their Attached and Subordinate offices. Autonomous/Statutory Bodies and PSEs.
- iii. All the State Governments, Administration of Union Territories with a request to give wide publicity to the vacancy in their various Departments/Offices.
- iv. Head of organization; DRDO, Prasar Bharati, ISRO, NIC, Council of Scientific & Industrial Research, TRAINHAI, C-DAC, BSNL, MTNL, BBNL with a request to give wide publicity to the vacancy in their Organization.
- v. Indian Banks' Association (IBA): with a request to give wide publicity to the vacancy in all PSU Banks.
- vi. Website of UIDAI/ NCS Portal
- vii. Media Division, UIDAI HQ for publicizing the vacancy in at least two national dailies and Employment News and on UIDAI Twitter account
- viii. UIDAI Regional Office, Ranchi : with a request to wide circulation in states of their jurisdiction and publication of the circular in two local news papers.

**APPLICATION FOR DEPUTATION (FOREIGN SERVICE TERM BASIS) IN
UIDAI REGIONAL OFFICE, RANCHI**

(Last date for receipt of Application: 26.09.2022)

(Since this vacancy is to be filled up on deputation basis, private candidates are not eligible)

1.	Post applied for (Please mention name of the post)				
2.	Name of the Candidate (in block letters)				
3.	Gender (✓ the appropriate box)	Male		Female	Paste a recent Passport size photograph
4.	Date of Birth (DD/MM/YYYY)				
5.	Date of retirement				
6.	Address for correspondence, mobile number and e-mail id				
7.	Education qualification (Graduation level and above)				
	Examination Passed	Year	Name of University/ Institute	Percentage of marks/ CGPA	Subjects
8(i)	Date of entry in service	Name of organization		Date of initial appointment	
8	Details of employment in , in chronological order (enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient)				
	Organization/ Institution	Post held	From	To	Scale of Pay
					Nature of duties
9.	Complete office address along with telephone number of the present Employer				
10.	Nature of the present employment (✓ the appropriate box)	Ad-hoc		Temporary	
		Quasi-permanent		Permanent	
11.	Present grade and date from which held on regular/substantive basis				
12.	Name of the Service, if belonging to Organised Service of the Central Government				
13.	Whether Educational and other qualifications required for the post are satisfied				

<p>If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same. If applied for more than one post, desired experience for all such posts may be indicated.</p>	
Qualification/ Experience required	Qualification/ Experience possessed by the officer
Essential: (i) (ii) (iii)	
Desired: (i) (ii) (iii)	
14. In case the present employment is held on deputation/ contract basis, please state	Date of initial appointment
	Period of appointment on deputation/contract
	Name of the parent office/organization to which you belong
15. Training/Courses attended	
16. Details of award/ honour/ appreciation	
17. Additional information, if any, which you would like to furnish in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient	

Date:

Place:

(Signature of the Candidate)

Mobile No. : _____

Office Tel.No. : _____

Certified that the service particulars given by the applicant have been verified from his/her service records and found to be correct.

Signature with seal of the Competent Authority

To be filled up by the cadre controlling authority

Office of

F.No.....

Date:.....

1. The applicant Shri/Smt./Ms if selected, will be relieved immediately and it should not be less than three years in any case.
2. Certified that the particulars furnished by the officer have been checked from available records and found correct.
3. Certified that the applicant is eligible for the post applied as per conditions mentioned in the circular/advertisement.
4. Integrity of the applicant is certified as 'Beyond Doubt'.
5. No Vigilance case is pending/contemplated against the Officer
6. It is certified that no penalty has been imposed on the applicant during the last 10 years (Alternatively, penalty statement during the last 10 years may be enclosed).
7. Attested photocopies of up-to-date ACRs/APARs for the last 5 years are enclosed. Photocopies of ACRs/APARs have been attested on each page by an officer not below the rank of Under Secretary or equivalent.

Signature.....

Name, Designation & Tele of the forwarding officer

(Office Stamp)

Date:

Place:

No. A-12013/21/Deputation/RO Bengaluru/20-UIDAI/586
Ministry of Electronics & Information Technology
Unique Identification Authority of India (UIDAI)
HR Division

Bangla Sahib Road, Behind Kali Mandir
Gole Market, New Delhi - 110001

Dated: 10th August, 2022

CIRCULAR

Subject: Inviting application for various posts on deputation (Foreign Service term basis) in Unique Identification Authority of India (UIDAI) Regional Office at Bengaluru, Karnataka.

Unique Identification Authority of India (UIDAI), invites application for filling up the posts of (i) Section Officer (ii) Private Secretary and (iii) Assistant Section Officer on deputation basis (Foreign Service terms) at its Regional Office at Bengaluru, Karnataka.

2. The application may be furnished in the prescribed *pro forma* and forwarded to **Director (HR), Unique Identification Authority of India (UIDAI), Regional Office, 3rd Floor, South Wing, Khanija Bhavan, No. 49, Race Course Road, Bengaluru - 560001**. The last date for receipt of applications complete in all respect is **26.09.2022**. Since this vacancy is to be filled up on deputation basis private candidates are not eligible.

3. Application received after the last date or otherwise found incomplete shall not be considered. Further details may be obtained from the website www.uidai.gov.in.

Piyush Gupta
10/08/2022
Director (HR)

निदेशक (मानव संसाधन)
22-08-22
#गति

3. आवेदन प्राप्त करने की अंतिम तिथि के बाद पाठ्यक्रम के आवेदन पत्रों पर विचार नहीं किया जाएगा।
। विवरण जानकारों के लिए कृपया हमारी वेबसाइट www.pida.gov.in पर जाएं।

2. निर्धारित पत्र में आवेदन निदेशक (मा.सं.), भारतीय विद्यार्थि परिषद परचान प्राधिकरण (पूअर्द्धीएआर्डी),
क्षेत्रीय कार्यालय, 3 मंजिल, टाईमर विंग, खानिजा भवन, सड़क 49, रूस कोर्स रोड, बंगलूरु-560001
की जांच कराई जाएगी। सभी पत्रों से पूर्ण आवेदन पत्र प्राप्त करने की अंतिम तिथि 26.09.2022 है।
वर्ष के लिए प्रवेश परीक्षा के आयोजन के लिए आवेदन पत्रों के आधारे अर्द्धीएआर्डी के अधिकारियों द्वारा जांच की जाएगी।

भारतीय विद्यार्थि परिषद परचान प्राधिकरण (पूअर्द्धीएआर्डी) अपने मुख्यालय में (i) अनुरोधित आधिकारिक (ii) निजी
सहायता (iii) सहायक अनुभाग आधिकारिक पत्रों के प्रतिलिपि (बाह्य सेवा पत्रों) के आधार पर मत
का इच्छा है।

विषय : भारतीय विद्यार्थि परिषद परचान प्राधिकरण (पूअर्द्धीएआर्डी) क्षेत्रीय कार्यालय बंगलूरु में प्रवेश
परचान प्राधिकरण (पूअर्द्धीएआर्डी) के आधार पर मत देने के लिए प्रवेश पत्र।

दिनांक : 10 अगस्त 2022
गोबिंद मॉडर्न कॉलेज दिल्ली-110001
बंगला साहिब मार्ग, कोली मॉडर्न के पीछे

मानव संसाधन
भारतीय विद्यार्थि परिषद परचान प्राधिकरण
इलेक्ट्रॉनिक्स और सूचना प्रौद्योगिकी शाखा
स.पू-12013/21/इप्टईएन/क्ष.का. बंगलूरु /20-भा.वि.प.भा./586

CIRCULAR

Subject: Inviting application for various posts on deputation (Foreign Service term basis) in Unique Identification Authority of India (UIDAI) Regional Office at Bengaluru, Karnataka.

The Unique Identification Authority of India (UIDAI) is an autonomous statutory Authority set up under the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 for Aadhaar enrolment, authentication and other functions specified in Section 23 and other Sections of the Act.

2. UIDAI invites applications for filling up the following vacancies (may vary at the time of selection) on deputation basis on Foreign Service terms, in its **Regional Office at Bengaluru, Karnataka** from amongst suitable and eligible officers as per the following requirements :-

Sl. No.	Name of the post and Scale of Pay	Number of vacancy	Eligibility/ Qualification Criteria
1.	Section Officer Pay Matrix Level – 8	02 (Two)	Essential¹: Officers from the Central Government holding analogous posts on regular basis in the parent cadre/department; OR With three years of regular service in the Pay Matrix Level 7; OR With five years of regular service in the Pay Matrix Level 6; OR Officers from State Government/ Public Sector Undertaking/ Autonomous Organization holding regular post in corresponding grades with requisite experience. Desirable: (i) Experience of work in Administration/ Legal/ Establishment/ Human Resource/ Finance/ Accounts/ Budgeting / Vigilance/ Procurement/ Planning and Policy / Project implementation and monitoring/ E-Governance etc. (ii) Basic skills for working in a computerized office environment.
2.	Private Secretary Pay Matrix Level – 8	02 (Two)	Essential¹: Officers from the Central Government holding analogous posts on regular basis in the parent cadre/department, OR With three years of regular service in the Pay Matrix Level 7, OR With five years of regular service in the Pay Matrix Level 6. OR Officers from State Government/ Public Sector Undertaking/ Autonomous Organization holding regular post in, corresponding grades with requisite experience. Desirable: (i) Experience of office management/ secretarial assistance. (ii) Experience in stenography work. (iii) Basic skills for working in a computerized office environment.
3.	Astt. Section Officer (Pay Matrix Level-06)	03(Three)	Essential: Officers from the Central Government holding analogous posts on regular basis in the parent cadre/ department; OR With three years of regular service in the Pay Matrix Level 5; OR With five years of regular service in the Pay Matrix Level 4; OR With seven years of regular service in the Pay Matrix Level 3; OR

¹ Officers already holding analogous posts in the parent cadre/department may be given preference.

Sl. No.	Name of the post and Scale of Pay	Number of vacancy	Eligibility/ Qualification Criteria
			<p>Officers from State Government/ Public Sector Undertaking/ Autonomous Organization holding regular post in corresponding grades with requisite experience.</p> <p>Desirable:</p> <p>(i) Experience of work in Administration/ Legal/ Establishment/ Human Resource/ Finance/ Accounts/ Budgeting / Vigilance/ Procurement/ Planning and Policy / Project implementation and monitoring/ E-Governance etc.</p> <p>(ii) Basic skills for working in a computerized office environment.</p>

3. **Age Limit:** for all the posts mentioned above, the candidate should be below 56 years of age as on the closing date of the application.
4. **Period and other terms and conditions of deputation:**
- 4.1 The period of deputation shall be of five years. The lending department may relieve an officer for a lesser period as per their own policy/rules, which should not be less than three years in any case.
- 4.2 The general terms and conditions of services at UIDAI will be governed as per Unique Identification Authority of India (Appointment of Officers and employees) Regulations, 2020 and Unique Identification Authority of India (Salary, Allowances and other Terms & Conditions of Service of Employees) Regulations, 2020 and guidelines of the Central Government in this regard. The aforesaid regulations are available on the website of UIDAI (www.uidai.gov.in).
- 4.3 The terms of deputation, including the pay and allowances, except leave shall be governed by the provisions laid down in the Department of Personnel & Training Office Memorandum No. 6/8/2009-Estt.(Pay II) dated 17 June 2010 and other orders/guidelines issued in this regard from time to time. **Leave of an officer on deputation shall be regulated by leave rule of UIDAI.**
- 4.4 Central Government Employee completing 05 years of service may also apply for these posts.
5. Eligible and willing candidate may apply to the UIDAI in prescribed format – Annexure I, along with photocopies of the ACRs/APARs for the last five (5) years.
6. The applications in the prescribed format (Annexure-I) should reach to the **Director (HR), Unique Identification Authority of India (UIDAI), Regional Office, 3rd Floor, South Wing, Khanija Bhavan, No. 49, Race Course Road, Bengaluru - 560001** on or before the last date of receipt of the application. **The last date for receipt of applications is 26.09.2022.** Applications received after the last date shall not be entertained. Candidates who apply for the post will not be allowed to withdraw their candidature subsequently.
7. Cadre authorities/Head of Departments are requested to forward applications of eligible and willing candidates whose services can be spared on deputation immediately on their selection, accompanying the following documents latest within 15 days after the last date of submission of application by the candidates:
- Attested copy of application in prescribed proforma – **Annexure I.**
 - Cadre Clearance Certificate from the Controlling Authority.
 - Statement giving detail of Major/Minor penalties, imposed upon the Officer, if any, during the last ten (10) years **Annexure II.**
 - Vigilance Clearance/Integrity Certificate (**Annexure II**).
 - Photocopies of the ACRs/APARs for the last five (5) years duly attested on each page by an officer not below the level of Under Secretary or equivalent (**Annexure II**).
8. While forwarding the application it may also be verified and certified by the cadre controlling authority that the particulars furnished by the applicant are correct (**Annexure II**).

9. UIDAI may, in exceptional circumstances, convene the meeting of the Selection Committee and/ or consider a candidate without waiting for his/ her cadre clearance certificate and other documents listed in paragraph 7 of this circular. However, the offer for appointment to such candidate, in case of selection, shall be issued only on receipt of requisite documents from the cadre, duly attested and complete in all respects.

10. UIDAI reserves the right not to fill up all or any of the vacancies or to withdraw the circular at any time without assigning any reasons.

Piyush Gupta
10082022
(Piyush Chand Gupta)
Director (HR)
Tel: 23478554

To,

- i. Director (CS Division), Department of Personnel and Training, Lok Nayak Bhawan, New Delhi – with a request to post the same on DoPT website.
- ii. All Ministries/Departments of the Govt of India with a request to give wide publicity to the vacancy in their Attached and Subordinate offices, Autonomous/Statutory Bodies and PSEs.
- iii. All the State Governments, Administration of Union Territories with a request to give wide publicity to the vacancy in their various Departments/Offices.
- iv. Head of organization; DRDO, Prasar Bharati, ISRO, NIC, Council of Scientific & Industrial Research, TRAI, NHAI, C-DAC, BSNL, MTNL, BBNL with a request to give wide publicity to the vacancy in their Organization.
- v. Indian Banks' Association (IBA): with a request to give wide publicity to the vacancy in all PSU Banks.
- vi. Website of UIDAI/ NCS Portal
- vii. Media Division, UIDAI HQ for publicizing the vacancy in at least two national dailies and Employment News and on UIDAI Twitter account
- viii. UIDAI Regional Office, Bengaluru : with a request to wide circulation in states of their jurisdiction and publication of the circular in two local news papers.

**APPLICATION FOR DEPUTATION (FOREIGN SERVICE TERM BASIS) IN
UIDAI REGIONAL OFFICE, BENGALURU**

(Last date for receipt of Application: 26.09.2022)

(Since this vacancy is to be filled up on deputation basis, private candidates are not eligible)

1.	Post applied for (Please mention name of the post)					
2.	Name of the Candidate (in block letters)					
3.	Gender (✓ the appropriate box)	Male		Female	Paste a recent Passport size photograph	
4.	Date of Birth (DD/MM/YYYY)					
5.	Date of retirement					
6.	Address for correspondence, mobile number and e-mail id					
7.	Education qualification (Graduation level and above)					
	Examination Passed	Year	Name of University/ Institute	Percentage of marks/ CGPA	Subjects	
8(i)	Date of entry in service	Name of organization		Date of initial appointment		
8	Details of employment in , in chronological order (enclose a separate sheet, duly					
(ii)	authenticated by your signature, if the space below is insufficient)					
	Organization/ Institution	Post held	From	To	Scale of Pay	Nature of duties
9.	Complete office address along with telephone number of the present Employer					
10.	Nature of the present employment (✓ the appropriate box)	Ad-hoc		Temporary		
		Quasi-permanent		Permanent		
11.	Present grade and date from which held on regular/substantive basis					
12.	Name of the Service, if belonging to Organised Service of the Central Government					
13.	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. If applied for more than one post, desired experience for all such posts may be indicated.					

Qualification/ Experience required		Qualification/ Experience possessed by the officer	
Essential: (i) (ii) (iii)			
Desired: (i) (ii) (iii)			
14.	In case the present employment is held on deputation/ contract basis, please state	Date of initial appointment	
		Period of appointment on deputation/contract	
		Name of the parent office/organization to which you belong	
15.	Training/Courses attended		
16.	Details of award/ honour/ appreciation		
17.	Additional information, if any, which you would like to furnish in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient		

Date:

Place:

(Signature of the Candidate)

Mobile No. : _____

Office Tel.No. : _____

Certified that the service particulars given by the applicant have been verified from his/her service records and found to be correct.

Signature with seal of the Competent Authority

To be filled up by the cadre controlling authority

Office of

F.No.....

Date:.....

1. The applicant Shri/Smt./Ms if selected, will be relieved immediately and it shall not be less than three years in any case.
2. Certified that the particulars furnished by the officer have been checked from available records and found correct.
3. Certified that the applicant is eligible for the post applied as per conditions mentioned in the circular/advertisement.
4. Integrity of the applicant is certified as 'Beyond Doubt'.
5. No Vigilance case is pending/contemplated against the Officer
6. It is certified that no penalty has been imposed on the applicant during the last 10 years (Alternatively, penalty statement during the last 10 years may be enclosed).
7. Attested photocopies of up-to-date ACRs/APARs for the last 5 years are enclosed. Photocopies of ACRs/APARs have been attested on each page by an officer not below the rank of Under Secretary or equivalent.

Signature.....

Name, Designation & Tele of the forwarding officer

(Office Stamp)

Date:

Place: