

No. 6/39/2014-EO(SM-I)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
Office of the Establishment Officer

North Block, New Delhi
8th December, 2014

To

1. The Chief Secretaries, All the State Governments.
2. The Secretaries, All the Ministries/Departments of the Government of India

Subject:- Filling up the post of **Advisor (Joint Secretary Level), National Disaster Management Authority (NDMA), Delhi** under the Ministry of Home Affairs – reg.

Sir/Madam,

It is proposed to fill up the post of **Advisor (Joint Secretary Level), National Disaster Management Authority (NDMA), Delhi** under the Ministry of Home Affairs in the pay band of Rs.37,400 – 67,000 (PB-4) and grade pay of Rs10,000/- on deputation basis.


2. Names of willing and eligible officers, who have been empanelled to hold Joint Secretary or equivalent posts at the Centre under the Central Staffing Scheme, may be recommended to this office along with cadre clearance, vigilance clearance, detailed bio-data, viz. name, date of birth, service, batch, contact telephone number, email address, educational qualifications, complete experience/posting details etc. CR dossiers/certified ACRs for the last five years, details of debarment & cooling off in respect of past central deputation. In case the officers are currently on Central deputation, their nominations may be forwarded with the approval of the Minister-in-charge concerned.

3. The post is a non-Central Staffing Scheme post to be filled through the Civil Services Board (CSB) procedure. It may be noted that no 'Mandatory Posting Certificate' for allotment/retention of Government accommodation would be issued by this office to the officer appointed on the above referred post. However, those officers who have served and are currently serving on Central Staffing Scheme post in Delhi for at least four years and require to retain Government accommodation, would be issued a certificate to the effect that the officer concerned has served for at least four years in CSS post and she/he needs to retain Government accommodation for her/his tenure on non-CSS post.

P.T.O

4. It is requested that the applications of the eligible candidates may be forwarded so as to reach this Department within one month from the date of issue of this circular.

Yours faithfully,


(M. Devraj)
Joint Secretary
Tel. No.011-2309 2187

Copy to:

1. Ministry of Home Affairs (Shri Anil Goswami, Secretary), New Delhi w.r.t. their OM No.44-13/2013-NDM-II dated 04.12.2014.
2. Technical Director, NIC, Computer Cell, DoPT, North Block, New Delhi for uploading this vacancy circular on the official website of this Department immediately.
3. Deputy Secretary (MM), DoPT, New Delhi with a request to arrange to upload this vacancy circular through bulk e-mailing system of officers.