

No. 49/23/2012-6SII
GOVERNMENT OF HARYANA
CHIEF SECRETARY'S OFFICE
PERSONNEL DEPARTMENT

Dated, Chandigarh, the 11th April, 2012.

To

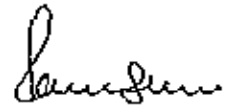
As per list enclosed.


Subject: Filling up of one vacancy in the Grade of Deputy Director in History Division, Ministry of Defense on deputation (including short term contract) basis.

Madam /Sir,

I am directed to refer to the subject cited above and to enclose a copy of vacancy circular No.A/39869/D-27/CAO/R-I, dated 23rd February, 2012 received from Government of India, Ministry of Defense, Office of Joint Secretary (Trg) & Cao, New Delhi on the subject noted above and to request that in case you are willing to be considered for the post mentioned in the above subject you may kindly send three copies of your bio-data to the Personnel Department (Services Branch-II) at the earliest.

Yours faithfully,


(PAWAN SHARMA)
Superintendent Services-II.


INTERNAL DISTRIBUTION

e-champion

LIST

Sr. No.	Name S/Shri/Smt./K.	Present Posting
1.	Sat Pal, HCS	SDO(C), Hodal
2.	Veena Hooda, HCS	Joint Commissioner, M.C., NIT, Gurgaon
3.	Surender Singh, HCS	Secretary, RTA, Sonapat and Secretary, RTA, Panipat
4.	Jagdeep Dhandra, HCS	Joint Transport Commissioner, Haryana
5.	Sarita Malik, HCS	Joint Director-cum-Under Secretary, Women & Child Development Department
6.	Kamlesh Kumar, HCS	Joint Transport Commissioner, Haryana
7.	Munish Nagpal, HCS	SDO (C), Sirsa, E.O. HUDA, Sirsa
8.	Kuldhir Singh, HCS	Joint Director (Admn.) Industrial Training, Hr.
9.	Vatsal Vashisht, HCS	SDO(C), Pataudi
10.	Jag Niwas, HCS	SDO(C), Sonapat and E.O., HUDA, Sonapat
11.	Ranjit Kaur, HCS	City Magistrate, Rewari
12.	Mahabir Parsad, HCS	SDO(C), Hansi
13.	Mahender Pal, HCS	SDO(C), Kharkhoda
14.	Mukesh Kumar, HCS	SDO(C), Barwala
15.	Devinder Kaushik, HCS	SDO (C), Jagadhri and E.O. HUDA, Jagadhri
16.	Hawa Singh, HCS	SDO (C), Kaithal, E.O. HUDA, Kaithal and M.D. Coop. Sugar Mills, Kaithal
17.	Sat Pal Sharma, HCS	Joint Director(Admn.), Sports, Haryana
18.	Surjit Singh, HCS	Joint Director(Admn.), Technical Education
19.	Ram Kumar Beniwal, HCS	Under Secretary to Government, Haryana, Finance Department.
20.	Prem Chand Gangle, HCS	SDO(C), Brara
21.	Narinder Singh Yadav, HCS	Estate Officer, HUDA-I, Gurgaon
22.	Ashwani Maingi, HCS	SDO (C), Bilaspur
23.	Amar Deep Singh, HCS	Under Secretary Planning
24.	Satbir Singh Kunda, HCS	SDO(Civil), Thanesar and E.O. HUDA, Kurukshetra
25.	Ashwani Kumar-II, HCS	EO, HUDA, Panchkula
26.	Sanjay Rai, HCS	Joint Director(Admn.), PGI, Rohtak and SDO (C), Beri.
27.	Bir Singh Kalirawana, HCS	Estate Officer, HUDA, Faridabad
28.	Satbir Singh Lohchab, HCS	SDO (C), Loharu
29.	Subhash Sheoran, HCS	SDO(C), Dabwali
30.	O.P. Sharma, HCS	SDO(C), Naraingarh
31.	Sushil Kumar-I, HCS	SDO(C), Shahabad
32.	Amardeep Jain, HCS	SDO (C), Hisar, Secretary to Mr. Justice T.P. Garg (Retd.) One Man Commission in Haud Chillar Incident.
33.	Om Parkash, HCS	Secretary, RTA, Rewari and Secretary, RTA, Jhajjar
34.	Rajiv Ahalwat, HCS	SDO (C), Meham and M.D. Coop. Sugar Mills, Meham
35.	Vikram Singh Malik, HCS	Secretary, RTA, Karnal and Secretary, RTA, Kurukshetra
36.	Suresh Kumar (Kaswan)	Zonal Administrator, HSAMB, Hisar
37.	Partap Singh, HCS	Under Secretary, Health
38.	Bir Singh, HCS	Managing Director, Coop. Sugar Mills, Rohtak
39.	D.R. Kairon, HCS	Secretary, Housing Board, Haryana
40.	Umed Singh Mohan, HCS	Sub Divisional Officer(Civil), Safidon
41.	Parvesh Kumar, IICS	Joint Labour Commissioner(Admn.) Haryana Joint Director, ESI Health Centre, Haryana and Joint Director(Admn.) Ayurveda, Haryana
42.	Ashok Kumar, HCS	City Magistrate, Kurukshetra and CEO, Kurukshetra Development Board, Kurukshetra

43.	Virender Singh Sehrawat, HCS	Managing Director, Coop. Sugar Mills, Gohana
44.	Satyender Duhan, HCS	SDO (C), Gurgaon-I
45.	Manita Malik, HCS	SDO (C), Kalka
46.	Satbir Singh, HCS	General Manager, Haryana Roadways, Yamunanagar.
47.	Ms. Amrita Singh, HCS	Sub Divisional Officer (C), Assandh and General Manager, HAFED Sugar Mills, Assandh.
48.	Vandana Disodia, HCS	Joint Director (Admn.) Health Services
49.	Subhita Dhaka, HCS	E.O. HUDA, Karnal
50.	Jaideep Kumar, HCS	Sub Divisional Officer (Civil), Kosli
51.	Samwartak Singh Khangwal, HCS	Secretary, HUDA, Panchkula
52.	Satyawan, HCS	SDO (C), Gohana
53.	Anurag Dhalia, HCS	Joint Director (Admn. & Mid-day Meals, Primary Education, Haryana and Under Secretary, Primary Education.
54.	Balraj Jakhar, HCS	Joint Director (Admn.), Industries & Commerce
55.	Manjeet Singh, HCS	Managing Director, Cooperative Sugar Mills, Panipat
56.	Subhash Chander Gaba, HCS	SDO (C), Mahendergarh
57.	Mange Ram Dhull, HCS	SDO (C), Siwani
58.	Sant Lal Pachar, HCS	Secretary, RTA, Sirsa and Fatehabad
59.	Hoshiar Singh Siwach, HCS	SDO (C), Firozpur Jhirka
60.	Subhash Chander Sihag, HCS	Under Secretary Finance
61.	Satish Kumar Jain, HCS	SDO (C), Panipat
62.	Yogesh Kumar Mehta, HCS	SDO (C), Tohana
63.	Baljeet Singh, HCS	SDO (C), Fatehabad and G.M., Haryana Roadways, Fatehabad
64.	Virender Singh, HCS	Secretary, RTA, Mewat & Secretary, RTA, Palwal
65.	Devi Lal Sihag, HCS	Joint Director (Admn.), Agriculture, Haryana
66.	Suresh Kumar Chahal, HCS	SDO (C), Nuh
67.	Prithvi Singh, HCS	Under Secretary, PW (B&R) and Achitecture
68.	Naveen Kumar Ahuja, HCS	OSD O/o Divisional Commissioner, Ambala

VACANCY CIRCULAR

NO. A/39869/D-27/CAO/R-I

GOVERNMENT OF INDIA
MINISTRY OF DEFENCE

OFFICE OF JOINT SECRETARY (TRG) & CAO

ROOM NO. 170 E - BLOCK
DALHOUSIE ROAD
NEW DELHI - 110 011.

DATED: 23 Feb 2012

All the Ministries/Depts. Of Govt. of India.

All the Chief Secretaries of State Govts

The Chief Secretaries of Union Territories

Indian Council of Historical Research (ICHR)
35 Firozeshah Road, New Delhi-110 001.

SUBJECT: FILLING UP OF ONE VACANCY IN THE GRADE OF DEPUTY DIRECTOR IN HISTORY DIVISION, MINISTRY OF DEFENCE ON DEPUTATION (INCLUDING SHORT TERM CONTRACT) BASIS.

Sir,

I am directed to say that one vacancy in the grade of Deputy Director (General Central Service, Group 'A', Gazetted, Non-Ministerial) in the Pay Band-3 (₹ 15600-39100) with Grade Pay of ₹ 6600/- is required to be filled in History Division, Ministry of Defence on deputation (Including short term contract) basis on the following conditions: -

DEPUTATION (INCLUDING SHORT TERM CONTRACT)

Officers under the Central Government/State Government/ Union Territories Administration/Universities/Recognised Research Institutions/Public Sector Undertakings/Semi Government/ Statutory /Autonomous Organisations including Indian Council of Historical Research: -

(a) (i) Holding analogous posts on regular basis in the parent cadre/department;

OR

(ii) With 5 years' service in the grade rendered after appointment thereto on a regular basis in the PB-3 of ₹ 15600-39100 and Grade Pay of ₹ 5400/- or equivalent in the parent cadre/department;

OR

(iii) With 6 years' service in the grade rendered after appointment thereto on a regular basis in the PB-2 of ₹ 9300-34800 and Grade Pay of ₹ 4800/- or equivalent in the parent cadre/department

AND

(b) Possessing the following educational qualifications and experience: -

ESSENTIAL:

- (i) Master's Degree in History from a recognised University or equivalent ; and
- (ii) Three years experience in research work in History or Teaching in History.

DESIRABLE:

- (i) Doctorate Degree in History from a recognised University or equivalent; and
- (ii) Two years experience in administration.

2. For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01 January of 2006/the date from which the revised pay structure based on the 6th Central pay Commission Recommendations has been extended, shall be deemed to be service rendered in the corresponding Grade pay/pay scale extended based on the recommendations of the pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay/pay scale, and where this benefit will extend only for the post(s) for which that grade pay/pay scale is the normal replacement grade without any upgradation.

3. **Job Profile** Brief particulars of duties assigned to the post of Dy Director History Division are as under :-

- (a) Conduct research in military history.
- (b) Compile the histories of military operations under the supervision of Director.
- (c) Write the battle accounts for the use of military institutions.
- (d) Maintenance of classified records received from three services HQs.
- (e) Assist the visitors, including foreign researchers, in their research work.
- (f) Supervise the general administration.

4. The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation/absorption. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

5. The period of deputation (including short term contract) including period of deputation (including short term contract) 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 3 years. The maximum age limit for appointment by deputation (including short term contract) shall not be exceeding 56 years as on the closing date of receipt of applications. The appointment on deputation shall be governed by DOP&T OM No. No. 6/8/2009-Estt.(Pay II) dated 17 Jun 2010 and its subsequent amendments, if any.

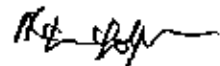
6. It is requested that the applications (in duplicate) in the enclosed proforma along with the complete and up-to-date CR dossiers or photocopies of ACRs for the last 05 years (duly attested by an officer not below the rank of Under Secretary) and Integrity Certificate (duly verified by an officer not below the rank of Deputy Secretary) of the officers who could be spared in the event of their selection may be sent so as to reach this office within 60 days of the date of publication of this advertisement in the Employment News. Applications received late or without the ACRs, Integrity Certificate, Cadre Clearance and Vigilance Clearance or otherwise found incomplete will not be considered. While forwarding the applications, it may be verified and certified by the Cadre Controlling Authority that the particulars furnished by the officer are correct and that no disciplinary/vigilance case is pending or contemplated against the officer. A separate certificate is also required to be furnished by cadre controlling authority that honesty and integrity of the officer is satisfactory and no major/minor penalty has been awarded to him during the last 10 years.

7. The Curriculum Vitae proforma can be downloaded from our website www.caomod.gov.in.

8. All Ministries/Departments are requested to circulate this vacancy circular to all organisations, universities, recognised research institutions, Public Sector Undertakings, Semi-Government or Statutory or autonomous Organisations under their administrative control.

NOTE : **CANDIDATES WHO ONCE APPLY FOR THE POST WILL NOT BE ALLOWED TO WITHDRAW THEIR CANDIDATURE.**

Yours faithfully



(Ashok Chakrapani)
Deputy Director/Recdt-1
for Joint Secretary (Trg) & CAO

COPY TO:-

All Coord Sections of Integrated HQ of MOD (Army)
AIR HQ/PC-1
Integrated HQ of MOD (Navy)/Dte. of Admin
All Coord Section of IS Organs.
All Sections in the Office of the JS (Trg) & CAO
History Division , Min of Defence
CAO/P-2 - for information.

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CURRICULUM VITAE PROFORMA

1. Name and Address :
(in Block Letters)
2. Date of Birth :
(in Christian era)
3. Date of retirement under :
Central/State Government
Rules
4. Educational Qualifications :
5. 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)

Qualifications/
Experience
required

Qualifications/
Experience
possessed by
the officer

Essential: (1)

(2)

(3)

Desired (1)

(2)

6. Please state clearly whether in the light of entries made by you above, you meet the requirement for the post

7. Details of Employment in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient:

Office/ Institution	Post held	From	To	Scale of Pay & Basic Pay/Pay Band & Grade Pay*	Nature of duties (in detail)

* Basic Pay & Scale of Pay before 6th CPC and Pay Band and Grade Pay after fixation in 6CPC may be indicated separately.

8. Nature of present employment, i.e. :
Ad-hoc or temporary of 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) Nature of the parent office/
organization to which you belong
 10. Additional details about present :
Employment
Please state whether working under
(indicate the name of your employer
against the relevant column)
 - a) Central Govt.
 - b) State Govt.
 - c) Autonomous Organisation
 - d) Govt. Undertaking.
 - e) Universities
 - f) Others
 11. Please state whether you are working :
In the same Department and are in the
feeder grade or feeder to feeder grade
 12. 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.
 13. Total emoluments per month now drawn. :
 14. Additional information, if any, which :
you would like to mention in support
of your suitability for the post.
(This among other things may provide
information with regard to :
 - (i) additional academic qualifications.
 - (ii) Professional training and
 - (iii) Work experience over and above
prescribed in the Vacancy Circular/
Advertisement)
- (Note : Enclose a separate sheet, if the space is insufficient).

15. Please state whether you are applying for :
deputation (ISTC)/Absorption/Re-employment
Basis. (Officers under Central Govt/State
Governments are only eligible for
"Absorption". Candidates of non-
Government Organisation are eligible
only for Short Term Contract.)

16. Whether belonged to SC/ST. :

17. Remarks (the candidates may indicate :
Information with regard to
i) Research publications and reports
and special projects
ii) Awards/Scholarship/Official
Appreciation
iii) Affiliation with the professional
bodies/institutions/societies and
iv) any other information.
(Note : Enclose a separate sheet if
the space is insufficient)

I have carefully gone through the vacancy circular/advertisement and I
am well aware that the Curriculum Vitae duly supported by documents
submitted by me will also be assessed by the Selection Committee in the
time of selection for the post.

Date :

Signature of the
candidate

Address _____

Countersigned

(Employer with Seal)

No. :

Date :