

No. 49/80/2012-6SII
GOVERNMENT OF HARYANA
CHIEF SECRETARY'S OFFICE
PERSONNEL DEPARTMENT

Dated, Chandigarh, the 23rd October, 2012.

To


As per list enclosed.

Subject: Fill the post of Director (Finance & Accounts) on deputation basis/ re-employment basis.

Madam /Sir,

I am directed to refer to the subject cited above and to enclose a copy of office memorandum No.RS/46/2012-Perl., dated 26th September, 2012 received from Rajya Sabha Secretariat, Parliament House Annexe, 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,


(SATISH SHARMA)
Superintendent Services-II.


INTERNAL DISTRIBUTION
e-champion

Sr. No.	Name of the Officer S/Shri/Smt./K.	Batch	Present Posting
1.	Rakesh Gupta, IAS	1997	Joint Secretary, Health Department and Mission Director, National Rural Health Mission, Commissioner, Food & Drugs Administration, Haryana
2.	Pradeep Kasni, IAS	1997	Chief Executive, Haryana Khadi & Village Industries Board.
3.	Ramesh Krishan, IAS	1997	Joint Secy, Cooperation, PW(B&R) and Architecture Deptts.
4.	Brijendra Singh, IAS	1998	Managing Director, Haryana Warehousing Corporation
5.	Rajeev Ranjan, IAS	1998	Director-cum-Joint Secretary, Environment Department
6.	Surjeet Singh, IAS	1998	Administrator, HUDA (Hqrs), Panchkula
7.	Vidya Dhar, IAS	1998	Joint Secretary to Government, Haryana, Technical Education
8.	Vijay Singh, IAS	1999	Joint Secretary, Industrial Training
9.	Nitin Kumar Yadav, IAS	2000	Director, Supplies & Disposals and Managing Director, HARTRON, Joint Secretary, Electronics & Information Technology and Director, Information Technology, Haryana
10.	Pankaj Agarwal, IAS	2000	Deputy Commissioner, Sonapat
11.	Vikas Gupta, IAS	2001	Deputy Commissioner, Rohtak and Commissioner, M.C., Rohak
12.	Pankaj Yadav, IAS	2001	State Project Director, Haryana Prathmic Shiksha Priyojna Parishad, Project Director, Rastriya Madhyamic Shiksha Abhiyan(RMSA)
13.	Vijay S. Dahiya, IAS	2001	Deputy Commissioner, Palwal
14.	Amneet P. Kumar, IAS	2001	Joint Secretary Secretariat Establishment and Monitoring & Coordination Departments.
15.	Praveen Kumar, IAS	2001	Joint Secy, Land Use Board & Administrator, HUDA, Gurgaon
16.	Abhe Singh Yadav, IAS	2001	Director-cum-Joint Secretary, Elementary Education Department
17.	M.L.Kaushik, IAS	2001	Joint Secretary, Forests Department, Deputy Commissioner, Fatehabad
18.	R.C.Verma, IAS	2001	Director, Industrial Training, Haryana
19.	Satyaprakash T.L., IAS	2002	Director-cum-Joint Secretary, Industries & Commerce and Mines & Geology Departments, MD, HSSI&EC, MD, HSH&HC and M.D. Haryana Tanneries, Jind
20.	Sameer Pal Srow, IAS	2002	Director-cum-Joint Secretary, Urban Local Bodies and Project Dir, Swarn Jayanti Shehri Rozgar Yojna and State Urban Dev. Society, Haryana
21.	Amit Kumar Agrawal, IAS	2003	Deputy Commissioner, Hisar and Commissioner, M.C., Hisar
22.	Ajit Balaji Joshi, IAS	2003	Deputy Commissioner, Jhajjar
23.	R.S.Kharb, IAS	2003	C.A., Housing Board, Haryana
24.	W.S.Goyat, IAS	2003	Deputy Commissioner, Mewat at Nuh and CEO, Mewat Development Agency, Nuh.
25.	Vikas Yadav, IAS	2003	Joint Secretary, Revenue & Disaster Management and Health Deptts and Director, Consolidation of Holdings, Director, Land Records, Haryana, Special Collector (HQ) and Special LAO, Haryana.
26.	Balraj Singh, IAS	2003	Deputy Commissioner, Faridabad
27.	Ashok Sangwan, IAS	2003	Joint Secretary, Administrative Reforms, D.C., Yamunanagar and Commissioner, MC, Yamunanagar
28.	I.C.Sangwan, IAS	2003	Secretary, Haryana Public Service Commission.

No.RS/46/2012-Perl.

Dated the 26th September, 2012

OFFICE MEMORANDUM

Rajya Sabha Secretariat proposes to urgently fill the post of Director (Finance & Accounts) on deputation basis/re-employment basis from persons, who are working or have retired from the Government/Public Sector Organisations/Autonomous Bodies. The number of posts and conditions of eligibility are given in the Annexure-I of this Office Memorandum.

2. The candidates, who are below 65 years of age as on the last date of the receipt of the applications and are desirous of being considered for appointment to the above posts, may apply in the enclosed Application format as given in the Annexure-II of this Office Memorandum and the application, complete in all respects, should reach 'The Joint Director (Personnel), Room No. 146, First Floor, Rajya Sabha Secretariat, Parliament of India, Parliament House Annexe, New Delhi-110001' latest by 5.00 p.m. on 25th October, 2012. The applications of the serving employees are to be forwarded through proper channel along with attested photocopies of their CRs of last five years and vigilance clearance. The retired candidates may apply directly to this Secretariat.

3. No application received after 25th October, 2012 shall be entertained. Incomplete applications or applications received without CR dossier or vigilance clearance (in case of serving employees) shall be summarily rejected and no further correspondence in this regard shall be entertained.

हरियाणा सिविल सेवा
अधीन

10 OCT 2012

S. Rangarajan
(S. RANGARAJAN)
JOINT DIRECTOR

No. RS/46/2012-Perl.

Copy to :-

1. Office of the Hon'ble Chairman, Rajya Sabha
2. Office of the Secretary-General, Rajya Sabha
3. Office of the CEO, RSTV
4. P.A. to A.S.(D)
5. All Ministries/Departments of Government of India/Chief Secretaries of all States/ Union Territories/Lok Sabha Secretariat/ President's Secretariat/ Vice-President's Secretariat/ Supreme Court of India/C&AG of India/Election Commission of India-with a request to give wide publicity to this Circular in their Offices including Autonomous Bodies/Statutory Organizations/Public Sector Undertakings under their control.
6. Notice Board, Rajya Sabha Secretariat
7. All Officers/Sections/P.S.s/P.A.s and Pay & Accounts Office, Rajya Sabha
8. NIC - For placing the advertisement on the Intranet/Website of the Rajya Sabha Secretariat

Services Branch
Disty No. 89228
Date 12/10/12

Sl. No.	Name of the Post and Scale of Pay	No. of Post	Eligibility Conditions
1.	Director (Finance & Accounts) (PB-4, Rs. 37400-67000 + Grade Pay of Rs. 8700/-)	1	<p>By selection on deputation/re-employment basis from amongst persons having at least 5 years experience in the management of accounts and finance of a large organization and holding or having held in the Government/ Public Sector organizations/ Autonomous bodies:-</p> <p>i) Post(s) in PB-4 (Rs. 37400-67000) with a minimum Grade Pay of Rs. 8700 or equivalent post(s); or</p> <p>ii) Post(s) in PB-3 (Rs. 15600-39100) with either a minimum 3 years service in Grade Pay of Rs. 8000 or a minimum of 6 years service in the Grade Pay of Rs. 7600 or a minimum combined service of 6 years in the Grade Pay of Rs. 7600 and Grade Pay of Rs. 8000.</p> <p>Preference will be given to persons having:</p> <p>(i) Experience of dealing with financial/accounts matters of any TV Channel.</p> <p>(ii) Professional qualification on training in Finance & Accounts.</p> <p>(iii) Professional qualification/training in computer applications.</p>

Application for the post of Director (Finance & Accounts) in the Rajya Sabha Television
circulated vide O.M. dated 26.09.2012

1. Post applied for (in block letters):
2. Name (in block letters):
3. Address with telephone number & E-mail address:
4. Present Designation/Designation of post last held:
5. Organisation where working or retired from:
6. Date of retirement (wherever applicable):
7. Scale of Pay of the post presently held/ last held & Basic Pay drawn:
8. Date of Birth:
9. Educational Qualifications:
10. Technical/Professional qualifications, if any:
11. Training:
12. Details of employment in chronological order:

(Please enclose a separate sheet, duly authenticated)

Sl. No.	Name of the Ministry/Department Office	Post held	From	To	Scale of Pay	Nature of Duties
(1)	(2)	(3)	(4)	(5)	(6)	(7)

13. Qualifications/experience prescribed for eligibility to the post applied for vis-à-vis qualifications/experience of the applicant (essential & desirable conditions to be indicated separately):

	Prescribed for the post	Possessed by the candidate
Essential	1.	
	2.	
	3.	
	4.	
Desirable	1.	
	2.	
	3.	
	4.	

Dated: _____

Signature of the applicant

Address: _____

Tele: _____

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CERTIFICATE

(In Case Of Serving Employee)

1. Certified that particulars furnished by Shri/Smt./Kum. _____ have been verified from his/her record and found correct.
2. No vigilance case is either pending or contemplated against Shri/Smt./Kum. _____. His/her integrity is certified.
3. No major or minor penalty was imposed on Shri/Smt./Kum. _____ during the last 10 years as per records in the Ministry/Department.

**SIGNATURE OF HEAD OF OFFICE/DEPARTMENT
WITH STAMP**

**PLACE:
DATE:**

OR

UNDERTAKING

(In Case Of Retired Employee)

1. I certify that all statements made in this application are true, complete and correct to the best of my knowledge and belief.
2. I certify that no vigilance/disciplinary case was either pending or contemplated against me in the Ministry/Department at the time of my retirement.
3. I certify that no major or minor penalty was imposed on me during the last 10 years of my service in the Ministry/Department.
4. I certify that I am eligible for the post applied for vis-à-vis the qualifications or experience prescribed for the said post by the Rajya Sabha Secretariat.

SIGNATURE OF CANDIDATE

**PLACE:
DATE:**