

No. 49/57/2012-6SII
GOVERNMENT OF HARYANA
CHIEF SECRETARY'S OFFICE
PERSONNEL DEPARTMENT

Dated, Chandigarh, the 27th November, 2012.

To


As per list enclosed.

Subject: Filling up the post of Secretary, IWAI (Pay band of Rs. 37,400-67,000/-
+ Grade Pay of Rs. 8700/-) on deputation basis.

Sir/Madam,

I am directed to refer to the subject cited above and to enclose a copy of circular No.3-IWAI/Estt./2/2009, dated 05.11.2012 received from Inland Waterways Authority of India (Ministry of Shipping, Government of India), (U.P.) 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

LIST

Sr. No	Name S/Shri/Smt./K	Present Posting
1.	Hardeep Singh, HCS	Addl. Director (Admn.) O/o Director General, Health Services, Haryana
2.	R.C. Bidhan, HCS	ADC-cum-CEO, DRDA and Special Officer, APZ, Rohtak
3.	S.S. Dalal, HCS	Controller, Printing & Stationery, Haryana
4.	Sumedha Kataria, HCS	ADC-cum-CEO, DRDA, Kurukshetra
5.	Bhupinder Singh, HCS	Addl. State Transport Controller, Haryana and Secretary, State Information Commission, Haryana
6.	Sunita Verma, HCS	ADC-cum-CEO, Panipat
7.	S.S. Ghoswal, HCS	ADC-cum-CEO, DRDA, Palwal
8.	Geeta Bharti, HCS	Additional Director (Admn.)-cum-Deputy Secretary, Higher Education
9.	Pankaj Chaudhry, HCS	Additional Director (Admn.), Tourism Haryana
10.	V.S. Hooda, HCS	M.D., Coop. Sugar Mills, Palwal
11.	Ajay Malik, HCS	Zonal Administrator, HSAMB, Gurgaon
12.	A.S. Mann, HCS	Secretary, RTA, Rohtak
13.	Arvind Malhan, HCS	ADC-cum-CEO, DRDA, Jind.
14.	Dinesh Singh Yadav, HCS	ADC-cum-CEO, DRDA, Kaithal
15.	Sujan Singh, HCS	ADC-cum-CEO, DRDA, Special Officer, APZ, Bhiwani.
16.	Ashok Kumar Garg, HCS	Additional Managing Director, Dakshin Haryana Bijli Vitaran Nigam, Hisar
17.	Pushpender Singh, HCS	ADC-cum-CEO, DRDA, Jhajjar
18.	Pradeep Godara, HCS	ADC-cum-CEO, DRDA, Special Officer, APZ, Faridabad
19.	S.P. Arora, HCS	Addl. Excise and Taxation Commissioner, Haryana, Secretary-cum-Registrar to Mr. Justice Iqbal Singh (Retd.), Commission of Inquiry, Mirchpur and Mini Secretariat, Rewari.
20.	I.P. Bishnoi, HCS	ADC-cum-CEO, DRDA, Rewari
21.	S.B. Lohia, HCS	ADC-cum-CEO, DRDA, Sonapat
22.	Bhal Singh Bishnoi, HCS	SDO (C) -cum Additional Collector, Narwana
23.	P.K. Sharma, HCS	General Manager, Haryana Tourism Corporation
24.	R.S. Verma, HCS	Secretary Haryana Backward Classes Commission
25.	Ashwani Kumar-I, HCS	Additional Director (Admn.), Secondary Education, Haryana
26.	S.S. Saini, HCS	ADC-cum-CEO, DRDA, Yamunanagar.
27.	Monica Malik, HCS	Addl. Director (Admn.), Development & Panchayats, Haryana
28.	Jaibir Singh Arya, HCS	Secretary, RTA, Mahendragarh and Bhiwani.
29.	Maheshwar Sharma, HCS	Additional Chief Electoral Officer, Haryana
30.	Shiv Parshad, HCS	ADC-cum-CEO, DRDA, Sirsa
31.	Girish Arora, HCS	Sub Divisional Officer (C)-cum Additional Collector, Karnal
32.	M.K. Ahuja, HCS	Deputy Secretary, Revenue & Disaster Management and SDO (C) cum-Additional Collector, Ambala and Estate Officer, HUDA, Ambala
33.	K.K. Kalson, HCS	Secretary, HAFED and Inquiry Officer, HAFED



भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण

(पोत परिवहन मंत्रालय, भारत सरकार)

मुख्यालय : ए-13, सेक्टर-1, नोएडा-201 301, (उ.प्र.)

INLAND WATERWAYS AUTHORITY OF INDIA

(Ministry of Shipping, Govt. of India)

Head Office : A-13, Sector-1, Noida-201 301 (U.P.)

Website : www.iwai.gov.in | www.iwai.nic.in

Tel. : +91-120-2544036, 2543972, 2527667, 2448101 Fax : +91-120-2544009, 2544041, 2543973, 2521764

SP-4196

No.3-IWAI/Estt/2/2009

12 NOV 2012

Date: 05.11.2012

To,

1. The Secretaries of all Ministries/ Department of Govt. of India,
2. The Chief Secretaries of all States/ UTs

Subject: Filling up the post of Secretary, IWAI (Pay band of Rs. 37,400- 67,000/- + Grade Pay of Rs. 8700/-) on deputation basis.

Sir,

I am directed to invite your kind attention to the enclosed circular containing the eligibility conditions and other terms for filling up of the post of "Secretary" in Inland Waterways Authority of India carrying the Pay Band of Rs. 37,400- 67,000/- + Grade Pay of Rs. 8700/- on deputation basis.

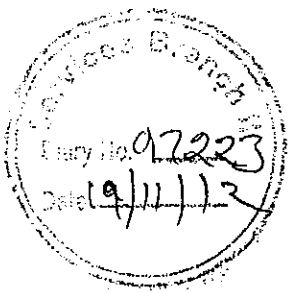
It is requested that the particular of willing and eligible officers may be sent to the Authority. While forwarding the application, the certificate as stated in the prescribed format may be given by the Cadre Controlling Authority. The application in the prescribed format, along with attested photocopies of ACR/APAR dossiers of the concerned Officer(s) for the last 05 (five) years, may kindly be sent by 15th Dec, 2012 positively.

Yours faithfully,

(Umesh Kumar Sahai)
Assistant Secretary (A&E)

Encl: As above

3. The Chief Secretary
Govt. of Haryana,
Chandigarh.





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INLAND WATERWAYS AUTHORITY OF INDIA

A Statutory Body under

Ministry Of Shipping

Govt. of India, Head Office - A-13, Sector-1,
Noida, U. P. - 201 301.

No. 3-IWAI/Estt./02/2009

Dated: 30.10.2012

CIRCULAR

IWAI invites application from the Indian Nationals working in offices of Central/State Governments/Public Sector Undertakings/Statutory or Autonomous bodies for filling up the post of Secretary on deputation basis for a period of three years which may be extended for another two years.

Name of the Post:-

Secretary:- 01 post (on deputation basis) in Pay Band of Rs. 37,400 -67,000/- + Grade Pay Rs.8700/- on deputation basis.

Eligibility conditions:-

Officers under the Central/State Govt./Port Organization/Semi-Govt. body/Public Sector Undertakings:

- a) (i) Holding analogous post;
OR
(ii) With 5 year's service in the post in the PB-III Rs.15600-39,100/- + Grade Pay of Rs. 7600/- or equivalent; and
- b) Possessing the following educational qualifications and experience:-

Essential: Degree from a recognized University or equivalent with 15 years experience in a responsible senior position out of which, at least 05 years in the next below level, in administration and establishment works in a Govt. Office or Public body or a commercial organization of repute.

Desirable :-

- i) A degree in law,
- ii) Master of Business Administration,
- iii) Graduate from Institute of Company Secretaries of India.

Age Limit:- Not exceeding 56 years on the closing date of application.

GENERAL INFORMATION:-

1. The Authority is following the Central Govt. Rules & orders in service matters. Leased accommodation and Medical reimbursement are provided as per rules of the Authority.
2. The post has all India transfer liability; However the post of Secretary is operated at the Head Quarter of the Authority in Noida.
3. Mere possession of essential qualifications will not entitle a candidate to be called for interview. The decision of the Authority as to the eligibility of a candidate shall be final and no correspondence in this regard will be entertained.
4. Outstation candidates if called for interview shall be paid AC 3 Tier Rail Fare to and fro by the shortest route subject to production of proof of journey.
5. Canvassing in any form shall be a disqualification.
6. Application should be sent either in Hindi or English duly signed with photograph, attested copies of certificates of educational qualifications, experience, documents in support of claim of SC / ST / OBC / Ex Serviceman / Govt. Servants, etc.
7. Persons working in Central/State Governments/UTs/PSUs/Statutory or Autonomous Bodies should submit their application through proper channel. If any delay is anticipated, advance copy of the application may be sent so as to reach before the closing date. Incomplete application or applications received after the due date are liable to be rejected.
8. The interested candidates may send their application within a period of 45 days from the date of publication of this advertisement in a closed envelope superscribing "Application for the post of "Secretary" to the Secretary, Inland Waterways Authority of India, A-13, Sector-1, Noida-201 301 (U.P.)

SECRETARY

PROFORMA

APPLICATION FOR THE POST OF SECRETARY

1. Name in full (in Block Letters) :
2. Father's/Husband's Name :
3. Address for communication
(with Pin Code, Telephone number &
E-mail ID) :
4. Permanent Address :
5. (a) Date of birth (in Christian era):
(copy of DOB certificate to be enclosed) :
(b) Age as on closing date of application :
6. Nationality :
7. Marital status :
8. Whether belongs to SC/ST/OBC/Ex-Serviceman/PH :
9. Whether working in any Central/State/UT/Autonomous body/PSU/Port
organization/Semi-Govt. :
10. Educational/ Professional Qualifications: (Starting from Matriculation or
equivalent onwards)

Attested
Photo

Sr. No.	Examination Passed	Year	Name of Board/ University	Class/ Division	% of marks	Main subjects
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11. Experience : (Including present employment)

S. No	Name of Employer	Designation of the Post held & nature of appointment	Pay scale/ Salary(CD A/ IDA)	Date of Joining	Date of leaving and reasons for leaving	Nature of duties performed
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12. Languages known :
13. Any other information such as experience, training, publication etc. in support of suitability for the post:

UNDERTAKING

14. I hereby solemnly declare that the information given above is true and correct to the best of my knowledge and belief.
- Place:
- Date:
- SIGNATURE OF THE APPLICANT

No. -

To be certified by the Employer

Certified that the particulars furnished by the officer are correct as per the record held in this office and no vigilance/disciplinary case is either pending or contemplated against the officer.

Signature

Place:

Name & Seal of the Employer / Cadre Controlling Authority

Date: