

No. 49/81/2013-6SII
GOVERNMENT OF HARYANA
CHIEF SECRETARY'S OFFICE
PERSONNEL DEPARTMENT

Dated, Chandigarh, the nd22 April, 2014.

To

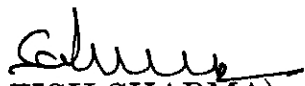
All concerned IAS Officers.

Subject: Filling up of the post of Additional Director General (Personnel & Administration), Additional Director General (Finance) and Deputy Director General (Personnel & Administration) in Central Headquarters, Geological Survey of India, (GSI) Kolkata on deputation basis.

Madam/ Sir,

I am directed to refer to the subject cited above and to say that a copy of letter No. 16/23/2013-M.II, dated 19.03.2014 received from Government of India, Ministry of Mines, New Delhi is uploaded on the web site (csharyana.gov.in) 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 with an application to the Personnel Department (Services Branch-II) at the earliest.

Yours faithfully,

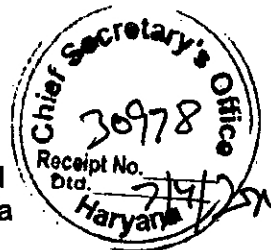

(SATISH SHARMA)
Superintendent Services-II.


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हरियाणा सिविल सचिवालय
चण्डीगढ़

07 APR 2014

No.16/23/2013-M.II
Government of India
Ministry of Mines



New Delhi, 19.03.2014

Subject- Filling up of the post of Additional Director General (Personnel & Administration), Additional Director General (Finance) and Deputy Director General (Personnel & Administration) in Central Headquarters, Geological Survey of India, (GSI) Kolkata on deputation basis.

The Ministry of Mines requires the services of a suitable officer on deputation basis who are fulfilling the following eligibility conditions mention in Column No.5 for filling up the following posts in Geological Survey of India, Headquartered at Kolkata which is an attached office under this Ministry:-

| Sl. No. | Name & Classification of posts | No. of vacancy | Pay Band and grade pay or Pay Scale | Eligibility |
|---------|---|----------------|---|---|
| 1. | 2. | 3. | 4. | 5. |
| 1. | Additional Director General (Personnel & Administration) General Central Service, Group 'A' Gazetted, Ministerial | 01 (one) | Higher Administrative Grade (HAG) Rs.67000-79000, 3% annual increment | <p>Officer under the Central Government or State Government or Union Territories :</p> <p>(A) (i) holding analogous post in the parent cadre or department ; or (ii) with three years' service in the grade rendered after appointment thereto on regular basis in posts in the pay band-4, Rs. 37400-67000 plus grade Pay Rs. 10000 or equivalent in the parent cadre or department ; and</p> <p>(B) possessing the following educational qualification and experience:</p> <p>(i) Master degree from a recognized University; and</p> <p>(ii) Fifteen years' experience in the field of Management, Administration, Establishment, Human Resource Development, Disciplinary cases proceedings / actions and personnel.</p> <p>Desirable : Post graduate degree in Management from recognized University.</p> <p>(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall not exceed initially for five years or as per Government of India norms. The maximum age limit for appointment by deputation shall be not exceeding fifty-six years, as on the closing date of the receipt of applications).</p> <p>Note : For the purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended, shall be deemed to be service rendered in the corresponding grade pay or 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 or pay scale, and where this benefit will extend only for the post for which that grade pay or pay scale is the normal replacement grade without any upgradation.</p> |

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| 2. | Additional Director General (Finance) General Central Service, Group 'A' Gazetted, Ministerial | 01 (one) | Higher Administrative Grade (HAG) Rs.67000- 79000 @ 3% annual increment | <p>Officer under the Central Government or State Governments or Union Territories :</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre/ department/organisation ; or (ii) with three years' service in the grade rendered after appointment thereto on regular basis in posts in the pay band-4, Rs. 37400-67000 plus grade Pay of Rs. 10000 and or equivalent in the parent cadre or department ; and</p> <p>(b) possessing the following educational qualification and experience:</p> <p>(i) Post Graduate degree from a recognized University; and</p> <p>(ii) fifteen years' experience in the field of Finance, Budget, Accounts and Audit in the parent Department.</p> <p>Desirable : Post Graduate degree with financial management as a subject.</p> <p>Note 1 : Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall not exceed initially for five years.</p> <p>Note 2 : The maximum age limit for appointment by deputation shall be not exceeding fifty-six years, as on the closing date of the receipt of applications.</p> <p>Note 3: For the purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1st January, 2006/ the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay Commission except where there has been merge of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the post for which that grade pay or pay scale is the normal replacement grade without any upgradation.</p> |
| 3. | Deputy Director General (Personnel & Administration) General Central Service, Group 'A' Gazetted, Ministerial | 01 (one) | Pay band-4, Rs.37400- 67000 (grade pay Rs. 10000) | <p>Officer under the Central Government or State Government or Union Territories :</p> <p>(A) (i) holding analogous post on regular basis in the parent cadre/Department or Organisation; or (ii) with two years' service in the grade rendered after appointment thereto on regular basis in posts in the pay band-4, Rs. 37400-67000 plus grade pay Rs. 8900 or equivalent in the parent cadre/department ; or (iii) with three years' service in the grade rendered after appointment thereto on regular basis in posts in the pay band-4, Rs. 37400-67000 plus grade pay of Rs. 8700 or equivalent in the parent cadre/department/organisation ; and</p> <p>(B) possessing the following educational qualification and experience:</p> <p>(i) Bachelor's degree from a recognized University; and</p> <p>(ii) Fifteen years' experience in administration, account, establishment, legal and vigilance matters put together in Group 'A' post. 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 or absorption. Similarly deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this</p> |

FORMAT OF APPLICATION

Recent passport
Size photograph
of candidate
Self-attested.

1. Name of post applied
2. Name of candidate
3. Name of Father
4. Date of birth (In Christian Era)
5. Address for correspondence
6. Educational Qualification
7. Date of retirement under Central Govt./State Government rules
8. Education qualification possessed by the applicant
9. Experience possessed by the applicant with details of Posts, period , nature of duties, Pay scales, regular/adhoc/deputation i.e. separately etc.
10. Please state clearly whether in the light of entries made by above, you meet the requirements of the post.
11. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.
12. Whether belongs to SC/ST/OBC
13. Remarks :

I have carefully gone through the vacancy circulated / advertisement and certify that I have not concealed or misrepresented any information and I am well aware that the Bio-data support by documents and submitted by me will be assessed by the Selection Committee at the time of selection for the post.

Signature of the candidate
Address & Telephone No.

Date :

Place :

CERTIFICATE

(To be filled in by authority forwarding the application)

1. Certified that the particulars furnished by the candidate have been checked from the available records and found to be correct.
2. Certified that there is no vigilance/disciplinary case is pending/contemplated against him/her and has not been awarded any major/minor penalty during the last 10 years.
3. His/her ACRs/APARs dossier for the last five years duly attested on each page by an officer to the rank of Under Secretary or equivalent are enclosed.
4. His/her integrity is beyond doubt.
5. The candidate is well experienced in handling vigilance/legal matters.
(strike out which is not applicable)

Signature (with seal) :
Name & Designation
Officer Address
Telephone No

Date :

| | | | | |
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| | | | | <p>appointment in the same or some other organization or department of the Central Government shall not exceed initially for five years or as per Government of India norms. The maximum age-limit for appointment by deputation shall be not exceeding fifty-six years, as on the closing date of the receipt of applications).</p> <p>Note : For the purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1st January, 2006/the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay Commission except where there has been merge of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the post for which that grade pay or pay scale is the normal replacement grade without any upgradation.</p> |
|--|--|--|--|---|

2. The pay and allowances of the selected officer will be regulated by the general orders of the Government of India.

3. The application, through proper channel along with Vigilance Clearance/No Penalty Statement/Integrity Certificate, Cadre Clearance, up-to-date Confidential Reports and service particulars in the prescribed proforma should reach the following address within 60 days from the date of publication of the advertisement in the Employment News.

S.B. Doval,
Deputy Secretary to the Govt. of India,
Ministry of Mines, Shastri Bhawan,
New Delhi-01.

PH: 011-23384593


Fax: 011-23384593

Email: sb.doval@nic.in

4. No action will be taken on advance copy.

5. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

Note: The candidate who has already applied for the said posts, need not to apply afresh.



(S.B. Doval)
Deputy Secretary to the Govt. of India

To

Directorate of Advertising & Visual Publicity (DAVP), Soochna Bhavan, C.G.O. Complex Lodi Road, New Delhi (Atten.: Shri Jitender Singh, Joint Director (Advertising) with the request that an advertisement for these posts may be published in the Employment News immediately.

Copy to:-

1. All Ministries/Department of the Central Government.
2. DG, GSI for information.
3. The Secretary, Union Public Service Commission, Dholpur House, Shahjahan Road, New for information.


S.B. Doval
Deputy Secretary to the Govt of India
Ministry of Mines
Govt. of India
New Delhi