

No. 49/68/2014-6SII  
GOVERNMENT OF HARYANA  
CHIEF SECRETARY'S OFFICE  
PERSONNEL DEPARTMENT

46  
Dated, Chandigarh, the 27 August, 2014.

To

All concerned IAS / HCS Officers.

Subject: Filling up of the post of Director (Printing) in the Directorate of Printing under Ministry of Urban Development, New Delhi.

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Madam/ Sir,

I am directed to refer to the subject cited above and to say that a copy of letter No. A-12025/2/2014-PSP-I, dated NIL July, 2014 received from Government of India, Ministry of Urban Development, PSP-I Division, 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,

Randhir Singh  
(RANDHIR SINGH)  
Superintendent Services-II.

INTERNAL DISTRIBUTION  
e-champion



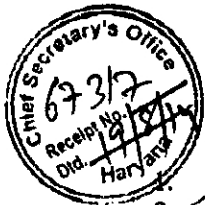
**E.No. A-12025/2/2014-PSP-I**  
**MINISTRY OF URBAN DEVELOPMENT**  
**PSP-I DIVISION**

हरियाणा जिल्ला सदिकाय  
चण्डीगढ

14 AUG 2014

परिचालन शाखा नं 67317

Nirman Bhawan, New Delhi  
 Date: July, 2014



The Secretaries of all the Ministries and Departments of Government of India.  
 The Chief Secretaries of all the State Government/Union Territories.  
 Deptt. of Public Enterprises, CGO Complex, New Delhi.

**Subject: Filling up of the post of Director (Printing) in the Directorate of Printing under Ministry of Urban Development, New Delhi.**

Sir,

I am directed to say that one post of Director (Printing) in the Directorate of Printing under this Ministry is proposed to be filled up on deputation (including short-term contract)/Promotion basis. The post is General Central Service Group 'A,' Gazetted, Non-Ministerial in the pre-revised scale of pay of Rs. 16400-400-18300/- (revised PB-4, Rs. 37,400-67,000, plus Grade Pay Rs. 8,900/-).

2. In accordance with the Recruitment Rules of the post, the method of recruitment is as under:-

**For deputation (Including short-term contract):**

"Officers under the Central Government or State Governments or Union Territories or Public Sector undertakings holding analogous posts on regular basis in the parent cadre or department or with two years' regular service in the pre-revised scale of pay of Rs. 14300-18300/- (revised PB-4, Rs. 37,400-67,000, plus Grade Pay Rs. 8,700/-) or equivalent and possessing 12 years' experience in administration or establishment matters."

**Desirable qualification:** Two years' experience in printing matters would be given preference.

**For promotion:**

"The departmental Joint Director (Technical) in the pre-revised scale of pay of Rs. 14300-18300/- (revised PB-4, Rs. 37,400-67,000, plus Grade Pay Rs. 8,700/-) with two years' regular service in the grade shall also be considered along with the outsiders. In case, he or she is selected for appointment to the post, the same shall be deemed to have been filled up by promotion."

3. The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other organization/ Department of the Central Government shall ordinarily not exceed five years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of application.

4. The pay of the selected candidate will be regulated in accordance with DoP&T's OM No. 2/29/91- Estt(Pay-II) dated 5.1.94 as amended from time to time.

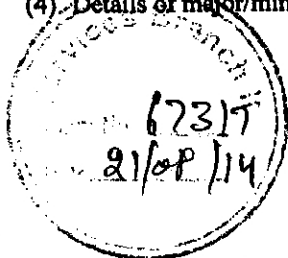
5. Application of willing eligible officers with their bio-data in the enclosed proforma may please be forwarded to this Ministry, in triplicate, within two months from the date of publication of this advertisement in Employment News along with the following documents:-

- (1) CR dossiers in original or photo copies duly attested by an officer not below the rank of Under Secretary to the Govt. of India.
- (2) Vigilance clearance certificate
- (3) Integrity certificate signed by an officer not below the rank of Dy. Secretary to the Govt. of India.
- (4) Details of major/minor penalties imposed on the applicant during the last ten years.

Yours faithfully,

*Kailash Choudhary*  
 (Kailash Choudhary)

Under Secretary to the Govt. of India (PSP-I)  
 Tel. #: 23061828



Copy to

- (1) All attached/Subordinate offices under the Ministry of Urban Development.
- (2) Section Officer (Admn. I), Ministry of Urban Development.
- (3) Technical Director (NIC), Ministry of Urban Development, Nirman Bhawan, New Delhi.

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## CURRICULUM VITAE PROFORMA

|     |   |  |   |    |                            |                              |
|-----|---|--|---|----|----------------------------|------------------------------|
| 1.  | Name and Address<br>(in Block Letters)  |  |   |    |                            |                              |
| 2.  | Date of Birth<br>(in Christian era)   |  |   |    |                            |                              |
| 3.  | Date of retirement under Central/ State<br>Government Rules   |  |   |    |                            |                              |
| 4.  | Educational Qualifications  |  |   |    |                            |                              |
| 5.  | <p>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)</p> <p>Essential</p> <p>Desired</p>   | <p>Qualifications/Experience Required</p> <p>1)<br/>(2)<br/>(3)</p> <p>(1)<br/>(2)</p> | <p>Qualifications/Experience possessed by the officer</p> |    |                            |                              |
| 6.  | Please state clearly whether in the light of entries made by you above, you meet the requirement of 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 and Basic Pay | Nature of duties (in detail) |
|     |   |  |   |    |                            |                              |
|     |   |  |   |    |                            |                              |
| 8.  | Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent   |  |   |    |                            |                              |
| 9.  | <p>In case the present employment is held on deputation/ contract basis, please state:-</p> <p>(a) The date of initial appointment</p> <p>(b) Period of appointment on deputation/contract</p> <p>(c) Name of the parent office/organization to which you belong</p>  |  |   |    |                            |                              |
| 10. | <p>Additional details about present employment.</p> <p>Please state whether working under ( indicate the name of your employer against the relevant column)</p> <p>(a) Central Government.</p> <p>(b) State Government</p> <p>(c) Autonomous Organization</p> <p>(d) Government Undertaking</p> <p>(e) Universities</p> <p>(f) Others</p> |  |   |    |                            |                              |
| 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.<br><br>(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/ State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract.)   |  |
| 16. | Whether belongs 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 at the time of selection for the post.

Signature of the Candidate

Address.....

.....

Date \_\_\_\_\_

Countersigned  
(Employer with Seal)