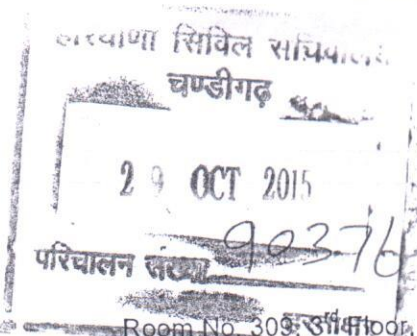




F. No. A-11012/22/2009-NMPB (Pt. IV)
Government of India
Ministry of AYUSH
National Medicinal Plants Board (NMPB)



Room No. 309, 3rd floor,
B-Block, AYUSH Bhawan,
GPO Complex, INA,
New Delhi-110023
Tele: 011-24651823
Dated: -10-2015

OFFICE MEMORANDUM

Subject: Filling up of posts in National Medicinal Plants Board.

Applications are invited for filling up the one post of **Manager (Marketing & Trade) (General Central Service – Group 'A' Gazetted-Ministerial)** in the scale of pay of PB-3 (Rs. 15600-39100) plus Grade Pay Rs. 6600 on deputation (including short term contract) basis for a maximum period of 3 years in the National Medicinal Plants Board, Ministry of AYUSH. The eligibility and other requirements, the period of deputation, the maximum age limit etc. are given in Annexure I. The terms and conditions of the deputation would be the same as prescribed by the Department of Personnel & Training Vide their O.M.No.6/8/2009-Estt. (Pay II) dated 17.6.2010 as amended from time to time.

Applications should be sent through proper channel in the prescribed Proforma (Annexure-II). While forwarding the applications, concerned department should send the up-to-date ACRs of last five years and Vigilance clearance certificate of the applicant. It may also be ensured that no major/ minor penalty has been imposed on the concerned officer.

It may also be certified by the forwarding authority that the particulars furnished by the applicant are correct and that no disciplinary/vigilance case is either pending or contemplated against the applicant. It is requested that vacancy may be given wide publicity and the particulars of eligible officers who are fulfilling the eligibility prescribed and who are willing to be considered for deputation and also possessing requisite experience and whose services can be spared by the parent department may kindly be forwarded to the undersigned at National Medicinal Plants Board, Department of AYUSH, Room No. 309, 'B' Block, AYUSH Bhawan, GPO Complex, INA, New Delhi-110023 within a period of 60 days from the date of issue of this OM.

Applications received after the last date or without the ACRs or otherwise found incomplete will not be considered. No applicant will be permitted to withdraw his /her name after selection. (This advertisement and other details/annexure are also available on the website of the NMPB i.e. www.nmpb.nic.in).

(Ashok Kumar)
Finance & Administrative Officer

To,

1. All Ministries/Departments of the Government of India - with a request to circulate the above OM
2. Chief Secretaries of all States / UTs - for its wide publicity within all Attached/Subordinate Offices including Autonomous or statutory bodies / Universities or recognized Research Institutes or public sector Undertakings functioning under your charge.
3. CCRAS/CCRH/CCRU/MDNIY/CCRYN/All SMPBs. – for wide circulation in your Institute
4. Ministry of Environment & Forest, Paryavaran Bhawan, CGO Complex, Lodhi Road, New Delhi – with the request to give wide publicity among offices under his control.
5. Principal Chief Conservator of Forests all over India as per list attached.
6. Forest Development corporation all over India as per list attached
7. Under Secretary (CS), Ministry of AYUSH – with a request to upload OM on website of the Ministry

Copy to:

1. PS to CEO, NMPB
2. Shri Praveen Kr. Wadhwa, Computer Operator - to upload in NMPB website / Notice Board

Annexure – I

Eligibility Conditions, Educational Qualification, Experience etc. for deputation.

Manager (Marketing & Trade)

Officers under the Central or State Governments or Autonomous or Research organizations:-

- (a) (i) Holding analogous post on regular basis in the parent cadre or department;
or
- (ii) With five years' regular service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs. 9,300-34,800/- plus grade pay Rs. 5,400/- (pre-revised scale of Rs. 8,000-13,500/-) or equivalent in the parent cadre or department; or
- (iii) With eight years' regular service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs. 9,300-34,800/- plus grade pay Rs. 4200/- (pre-revised scale of Rs. 6,500-10,500/-) or equivalent in the parent cadre or department; and
- (b) (i) Possessing Post Graduate Degree in Marketing or Business Management or Business Administration from a recognized University or Institute or equivalent; and
- (ii) five years post qualification experience in the field of Marketing and Trade in an Organization or Industry of repute.

Note 1:- Qualifications are relaxable at the discretion of the Union Public Service Commission for reasons to be recorded in writing in case of candidates otherwise well qualified.

Note 2:- The qualifications regarding experience is relaxable at the discretion of the Union Public Service Commission for reasons to be recorded in writing in case of candidates belonging to the Scheduled Castes or the Scheduled Tribes if at any stage of selection the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the posts reserved for them.

Note 3:- 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 or department or the Central Government shall ordinarily not exceed four years. The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding fifty-six years as on the closing date of the receipt of applications.

ANNEXURE – II

APPLICATION for the post of “Manager (Marketing & Trade), NMPB”

1. Name and Address (in Block letter)
2. Date of Birth (in Christian era)
3. Date of retirement under Central / State Government rules
4. Educational Qualification
5. Whether Educational and other qualification 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)

		Qualification / Experience required	Qualification / Experience possessed by the officer
Essential	(1)		
	(2)		
Desired	(1)		
	(2)		

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. 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) Name 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 Government -
 - (b) State Government -
 - (c) Autonomous Organization -
 - (d) Government 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 qualification (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.

Date.....

Signature of the candidate
Address.....

CERTIFICATE

(To be filled in by the Parent office / Department)

01. Certified that the particulars furnished by the applicant have been checked from available records and found correct.
02. Certified that the candidate is eligible for the post as per conditions mentioned in the advertisement.
03. Certified also that no vigilance case is either pending or being contemplated against the applicant. Integrity of the applicant is also certified.
04. Photocopies of complete and up to date CR dossier of the officer for the last five years, duly attested, on each page enclosed.
05. No major/minor penalty has been imposed on the concerned officer during the preceding ten years.

Signature
Name & Designation of the Head of the Department /
Authorized Signatory with seal
Telephone Number