

F.No.11/9/2014-Waqf (Pt.)
Government of India
Ministry of Minority Affairs

11th Floor, Paryavaran Bhawan,
CGO Complex, Lodhi Road,
New Delhi-110003

Dated: 23rd February, 2016



To

The Chief Secretaries / Principal Secretaries
All States /UTs

Subject: Appointment to the post of Nazim, Durgah Khwaja Saheb, Ajmer

Sir,

I am directed to enclose a copy of the advertisement in English version calling for applications for filling up the Post of Nazim, Durgah Khwaja Saheb, Ajmer for circulation and dissemination. The last date for submitting the application is 05.04.2016.

2. The trilingual advertisement (English, Hindi & Urdu) is available on the official website of Ministry of Minority Affairs i.e. minorityaffairs.gov.in.

3. You are requested that the advertisement may please be given wide publicity and the applications of the eligible candidates may be forwarded to this Ministry within the stipulated date.

Encls : as above

Yours faithfully,

(Pradeep Kumar)

Under Secretary to the Government of India

Ph.: 011-24364286

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Ministry of Minority Affairs

The Ministry of Minority Affairs, Government of India invites applications from eligible candidates for the post of Nazim, Durgah Khwaja Saheb, Ajmer, who fulfill the following criteria:-

ESSENTIAL QUALIFICATIONS AND EXPERIENCE:

The candidate should:

- i) Be a person serving in or who has retired from a post equivalent to a Deputy Secretary and above in the Central Government/State Government/Central or State Autonomous Body/Public Sector Undertaking/Armed Forces/Central Para-military Forces;
- ii) Have atleast 5 years experience in a supervisory capacity dealing with administrative, legal, revenue and financial matters to allow him to liaise with different Departments of the Central Government and the Rajasthan Government;
- iii) Be a Hanafi Muslim and a citizen of India;
- iv) Be a devotee of Durgah Khwaja Saheb, Ajmer; and
- v) At least a graduate from a recognized university with working knowledge of Urdu.

ELIGIBILITY:

A person serving in or who has retired from a post equivalent to a Deputy Secretary and above in the Central Government/State Government/Central or State Autonomous Body/Public Sector Undertaking/Armed Forces/Central Para-military Forces is eligible to apply.

AGE:

The person should be between 40 years and 55 years. Relaxation in deserving cases will be given subject to fulfillment of essential qualifications and experience detailed in paragraph 1 above.

DESIRABLE QUALIFICATIONS:

Candidates belonging to an organized Central or State service/ Armed Forces/ Central Para-military Forces and having experience in handling legal, administrative, revenue and financial matters will be preferred.

TENURE:

A person employed in the Central Government/ State Government/ Central or State Autonomous Body / Public Sector Undertaking/Armed Forces/ Central Para-military Forces, will, if selected, be appointed for an initial period of two years. The term of appointment can be extended from time to time but in no case will such a person be allowed to continue to function as Nazim beyond the age of 60 years.

A retired person will, if selected, be appointed for an initial period of two years. The term of appointment can be extended from time to time but in no case will such a person be allowed to continue to function as Nazim beyond the age of 60 years.

PAY & OTHER ALLOWANCES:

The pay of a person serving with the Central Government/State Government/ Central or State Autonomous Body/Public Sector Undertaking/Armed Forces/ Central Para-military Forces, if selected for appointment as Nazim, will be protected.

In case of an officer who has retired from a Central/State Autonomous Body or a Public Sector Undertaking and who does not earn a pension, is selected for appointment as Nazim, his pay will be fixed appropriately in the pay band PB-3 of Rs. 15600- 39100/- with grade pay of Rs. 7600/-. He will earn increments in this pay band during the time he is appointed as Nazim as per rules of the Central Government. However, the service as Nazim is non-pensionable.

In case a retired person, who draws a pension from whatever source, is selected for appointment as Nazim, such a person will continue to draw his pension including other benefits like dearness relief on pension and will in addition be paid a fixed monthly amount of Rs. 25000/- p.m.

vii. ACCOMMODATION:

Rent-free accommodation will be provided to the Nazim at Ajmer.

viii. CONVEYANCE:

A car is placed at the disposal of the Nazim to allow him to perform his official duties.

ix. GENERAL CONDITIONS:

- a) The candidates presently employed in the Central Government/State Government / Central or State Autonomous Bodies / Public Sector Undertakings / Armed Forces / Central Para-military Forces, must apply through proper channel.
- b) The candidates when intimated will be required to present themselves for a personal interview.
- c) The Central Government reserves the right to relax the qualifications/ experience and age limit for outstanding and exceptionally deserving candidates.
- d) 1st A.C. Class train fare will be provided to the candidates called for the personal interview.

HOW TO APPLY:

Sealed signed applications (in original) stating name of applicant, father's name, permanent address, present address, date of birth, educational and professional qualifications, division/class obtained in each examination (from Matriculation onwards) with the name of Institute/ University from which the qualifications have been acquired, details of experience and jobs handled, name of employee(s), posts held with designations, salary or pension drawn, present scale of pay, break-up of gross salary, whether a Hanafi Muslim and a devotee of Khwaja Saheb should be sent through post, so as to reach the undersigned latest by 45 days from the date of publication of advertisement.

xi. ADDRESS FOR FORWARDING APPLICATIONS:

The application should be sent to the following address in sealed envelope and should be superscribed with the words "APPLICATION FOR THE POST OF NAZIM" on the envelope:

Shri D. Madhukar Naik
Deputy Secretary (Waqf)
Ministry of Minority Affairs
11th Floor, Paryavaran Bhawan, CGO Complex
Lodhi Road, New Delhi - 110003

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47/105/Central Government/Recruitment/Other/35-45/Permanent/Delhi