

F.No. A-12011/3/2016-IWT  
Ministry of Shipping  
Government of India

Transport Bhawan,  
1, Parliament Street, New Delhi – 110001  
Dated: 8<sup>th</sup> March, 2016

Office Memorandum

Subject : Filling up the post of Member (Finance) in the Pay Band-4 (Rs. 37,400-67,000)+ Grade Pay of Rs. 10,000 in Inland Waterways Authority of India (IWAI), Noida (UP) by transfer on deputation basis.

It is proposed to fill up one post of Member (Finance) in Inland Waterways Authority (IWAI), Noida (UP) by transfer on deputation basis. The post is in the Pay Band-4 (Rs. 37,400-Rs.67,000)+ Grade Pay of Rs. 10,000/- . The term of deputation is 3 years and can be extended up to 5 years.

2. Member (Finance), Inland Waterways Authority of India will be responsible for: -

- (i) Tendering financial advice as per General Financial Rules and other financial procedures/discipline prescribed by the Ministry of Finance and in maintenance of accounts of the Authority;
- (ii) His duty and responsibility will include evaluation of the schemes prepared by the Engineering/Technical Wing of IWAI, rendering proper financial advice, enforcing financial discipline in expenditure, formulation of budget, plan provisions, introduction of transparency in accounting system, submitting balance-sheet in time to the Authority and rendering financial advice on matters as are assigned to him from time to time by the Authority.
- (iii) The Member (Finance) shall also be attending every meeting of the Authority unless prevented by sickness or another reasonable cause.

3. As a member of Authority, Member (Finance) will be entitled for accommodation as per IWAI policy.

4. The applicants fulfilling the following eligibility criteria may apply:

(a) Age – Not exceeding 55 years on the closing date of receipt of applications.

(ii) Term: 3 years, extendable up to 5 years.

5. Qualifications and Experience:

(i) All India Service officers and officers of Central Services who are in Grade Pay of Rs. 10,000/-

(ii) Preference will be given to the officers having adequate experience in the Inland Water Transport Sector and related fields;

(iii) Officers already serving under Central Staffing Scheme can also be considered if he/she applies for this post. Such officers, if selected, will be given extended tenure subject to maximum of 7 years including the tenure under Central Staffing Scheme.

6. It may also be noted that in the event of selection, the concerned officer will not be permitted to withdraw his candidature.

7 It is requested that the vacancy may be circulated and applications (in the enclosed format) from the eligible officers, who could be spared immediately in the event of their selection, may be forwarded along with the following documents:

(i) Cadre/ Administrative clearance;

(ii) Vigilance Clearance;

(iii) Integrity Certificate;

(iv) A certificate to the effect that no major/minor penalty has been imposed upon the applicant during the last 10 years; and

(v) Attested Copies of APARs for the last 5 years.

: 3 :

8. The applications, through proper channel, should reach at following address within 30 days from the date of publication of advertisement in the Employment News/Rozgar Samachar:-

Shri Harish Pokhriyal,  
Under Secretary (IWT), Ministry of Shipping,  
Room No. 525, Transport Bhavan,  
1, Parliament Street, New Delhi – 110001.

9. The application received after the closing date will not be entertained and summarily rejected.

  
(Chandrabani Rout)  
Director (IWT)  
Tel No. 23350647

To

1. All Ministries /Department of Government of India
2. The Chief Secretaries of all the States/UTs Governments.
3. Chairman, IWA, A-13, Sector-1, NOIDA (UP) – 201301.
4. The Sr. Tech. Director, NIC - for uploading on the website of Ministry of Shipping
5. The Department of Personnel and Training, New Delhi - for uploading on their website.

# INLAND WATERWAYS AUTHORITY OF INDIA (IWAI)

1. Name :
2. Designation with Organization :
3. Office Address :
4. Date of Birth :
5. Scale of Pay and Pay :
6. Service to which belong :
7. Qualification/ Experience/ Achievement :
8. Post held in chronological order in last 10 years :

Post and Pay Scale	Whether Post held on regular basis or otherwise	Organization	Brief job description	Date from	Date to	Remarks, if any

9. Others matters, if any.

(Signature of Candidate)

## **CERTIFICATE BY HEAD OF OFFICE OF THE APPLICANT**

1. It is certified that the particulars furnished by the officer are correct.
2. It is certified that no disciplinary/ vigilance case is either pending or contemplated against the applicant and he/ she is clear from the vigilance angle.
3. His/ her integrity is certified.
4. It is certified that no major/ minor penalties have been imposed to the officer during the last 10 years.
5. Attested copies of APARs for last 05 years are attached.
6. In case of his/ her selection, he/ she will be relieved off from his/ her duty immediately.

SIGNATUER OF THE HEAD OF THE OFFICE ALONG WITH THE OFFICE SEAL