

No. 2 (5)/2016-Estt.
Government of India
Ministry of Steel
(Estt. Section)

Udyog Bhawan,
New Delhi- 110 107.
Dated: February 6th, 2017

To: The Chief Secretary,
All State Governments/UT Administration

Subj: Filling up the post of Industrial Adviser and Additional Industrial Adviser in
the Ministry of Steel on deputation (including short term contract) basis.

Sir,
I am directed to say that it is proposed to fill up the following post in the Ministry of
Steel on deputation (including short term contract) basis:-

- i) Industrial Adviser.....Details as per Annexure-I
- ii) Additional Industrial Adviser..... Details as per Annexure-II

2. Age Limit: The maximum age limit for appointment by deputation (including short
term contract) shall not be exceeding 56 years as on the closing date of receipt of applications.

3. The pay of the candidate selected for appointment by transfer on deputation will be
regulated in terms of DoPT's PM No. 2/29/91-Estt. (Pay-II) dated 5.1.1994 as amended from
time to time.

4. The applications of only such officers/candidates will be considered as are routed
through proper channel and are accompanied with following certificates:-

- i) Bio-data in duplicate as per proforma given in the Appendix
- ii) Cadre Clearance certificate
- iii) Statement giving the details of Major or Minor penalties imposed upon the officer,
if any, during the last ten(10) years.
- iv) Vigilance clearance
- v) Integrity Certificate
- vi) Photo copies of ACRs/APAR for the past five years duly attested on each page by
an officer not below the level of Under Secretary or equivalent.

5. It is therefore, requested that application of eligible and willing officers/candidates
and who can be spared immediately in the event of selection may be forwarded to "The
Under Secretary (Estt.), Ministry of Steel, Udyog Bhawan, New Delhi-110 107" in
duplicate in the prescribed proforma (Appendix) duly signed by the applicant and certified by
the Controlling Officers within a period of 45 days from the date of issue/publishing of this
circular in the Rozgar Samachar/Employment News". Candidates who apply for the above
post will not be allowed to withdraw their candidature subsequently.

5. It is requested that the vacancy may kindly be given wide publicity among eligible
officers including those in public sector undertaking recognized research Institutions,
universities, semi-government, statutory and autonomous organisations under your control.

Services Branch
Diary No. 257 90
Date 8/3/2017

Yours faithfully,



(C. A. Joseph)

Under Secretary to the Government of India

Tel. No. 011-23061243

Copy to (with enclosure):-

1. All Ministries/Department of the Government of India (as per list)- It is requested that the vacancy may kindly be gives wide publicity among eligible officers including those in public sector undertakings recognized research Institutions, Universities, semi Government, statutory and autonomous organizations under your control;
2. All Public Sector Undertakings under the Ministry of Steel;
3. The University Grants Commission- For circulation among all universities;
4. The Employment News, Sector - 1, East Block, R. K. Puram, New Delhi. It is requested that this circular may kindly be published in the ensuing issue of the Employment News/Rozgar Samachar.
5. Sr. Technical Director, NIC. It is requested to upload it on the web-site of the Ministry of Steel

1.	Name of the Post	INDUSTRIAL ADVISER
2.	Classification of the Post	General Central Service Group 'A Gazetted, Non-Ministerial
3.	Scale of Pay	Level 13 A Rs. 1,31,100-2,16,000/-
4.	No. of Post (s)	1 (One)
5.	Method of Recruitment	On deputation (including short term contract)
6.	Eligibility Conditions	<p>Officers under the Central/State Government/Union Territories/Public Sector Undertakings/Recognised Research Institutions/Universities/Semi Government/Statutory or Autonomous Organizations:-</p> <p>(a) (i) Holding analogous post on regular basis in the parent cadre or Department; or (ii) with 2 (two) years service in the grade rendered after appointment thereto on a regular basis in the Level 13 of Pay matrix (pre-revised Rs. 37,400-67,000 + GP 87,00/-) or equivalent in the parent cadre/department; and</p> <p>(b) Possessing the following educational qualifications and experience</p> <p>i) Bachelors Degree in Mechanical / Electrical /Chemical /Metallurgical/Ceramics and Refractory Engineering / Technology of a recognized University or equivalent;</p> <p>ii) Fifteen years' experience in steel works, steel rolling mills or in a unit manufacturing plant, machinery or machine tools; or</p> <p>Fifteen years' experience in production, planning, development and research of iron and steel industry/refractory industry including its raw materials and having knowledge of development of iron and steel production processes and technologies; or</p> <p>Fifteen years' practical experience out of which at least two years should be in industrial undertakings connected with the manufacture or developmental problems or equivalent experience in Government departments dealing with planning, development and production problems of chemicals industries.</p> <p>(The Departmental officers in the feeder category who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationist shall not be eligible for consideration for appointment for promotion)</p>
7.	Period of Deputation	(Period of deputation/contract including period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall not exceed five (5) years. The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding 56 years as on the closing date of receipt of applications).

1.	Name of the Post	ADDITIONAL INDUSTRIAL ADVISER
2.	Classification of the Post	General Central Service Group 'A Gazetted, Non-Ministerial
3.	Scale of Pay	Level 13 Rs. 1,18,500-2,14,100/-
4.	No. of Post (s)	1 (One)
5.	Method of Recruitment	On deputation (including short term contract)
6.	Eligibility Conditions	<p>Officers under the Central/State Government/Union Territories/Public Sector Undertakings/ Recognized Research Institutions /Universities /Semi Government/ Statutory or Autonomous Organizations:-</p> <p>(a) (i) Holding analogous post on regular basis in the parent cadre/Department; or</p> <p>(ii) with five years' service in the grade rendered after appointment thereto on a regular basis in the Level 12 of Pay matrix (pre-revised Rs. 15,600- 39,100+GIP Rs. 76,00/-) or equivalent in the parent cadre/department; and</p> <p>(b) Possessing the following educational qualifications and experience:</p> <p>(i) Bachelor's Degree in Mechanical /Electrical /Chemical/ Metallurgical /Ceramics and Refractory Engineering/Technology of a recognized University or equivalent;</p> <p>(ii) Twelve years' experience in steel works, steel rolling mills or in a unit manufacturing plant, machinery or machine tools; or</p> <p>Twelve years' experience in production, planning, development and research of iron and steel industry/refractory industry including its raw materials and having knowledge of development of iron and steel production processes and technologies; or</p> <p>Twelve years' practical expertise out of which at least two years should be in industrial undertakings connected with the manufacture or developmental problems or equivalent experience in Government departments dealing with planning, development and production problems of chemicals industries.</p> <p>(The Departmental officers in the feeder category who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationist shall not be eligible for consideration for appointment for promotion)</p>
7.	Period of Deputation	(Period of deputation/contract including period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall not exceed four (4) years. The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding 56 years as on the closing date of receipt of applications).

APPENDIXBIO-DATA/ CURRICULUM VITAE PROFORMA

Name of the post applied for _____

1.	Name and Address (in Block Letters)	
2.	Date of Birth (in Christian era)	
3.	i) Date of retirement under Central/ State Government Rules	
	ii) Date of retirement under Central/State Government Rules	
4.	Educational Qualifications	
5.	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)	
Qualifications/Experience required as mentioned in the advertisement/vacancy circular		Qualifications/ experience possessed by the officer
Essential Qualification		Essential Qualification
Experience		Experience
5.1 In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.		
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	Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of duties (in detail) highlighting experience required the post applied for

* Important: Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay Scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below:-

Office/ Institution	Pay, Pay Band and Grade Pay drawn under ACP/MACP Scheme	From	To
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
			d) Name of the post and Pay of the post held in substantive capacity in the parent organization
9.1	Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.		
9.2	Note: Information under column 9 (c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a Lien in his parent cadre/organization		
10.	If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.		
11.	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	
12.	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade	
13.	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	
14.	Total emoluments per month now drawn	
	Basic Pay in the PB	Grade Pay
		Total Emoluments
15.	In case the applicant belongs to an Organization which is not following the Central Government Pay-scales, the latest salary slip issued by the Organization showing the following details may be enclosed:	
	Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief/other Allowance etc., (with break-up details)
		Total Emoluments
16.A	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 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).	
16.B	<p>Achievements:</p> <p>The candidates are requested to indicate information with regard to:</p> <p>(i) Research publications and reports and special projects</p> <p>(ii) Awards/Scholarships/Official Appreciation</p> <p>(iii) Affiliation with the professional bodies/institutions/societies and;</p> <p>(iv) Patents registered in own name or achieved for the organization.</p> <p>(v) Any research/innovative measure involving official recognition</p>	

	(vi) Any other information.	
	(Note: Enclose a separate sheet, if the space is insufficient.)	
17.	Whether belongs to SC/ST	

I have carefully gone through the vacancy circular/ advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

Signature of the Candidate

Address _____

e-mail ID: _____

Contact No. _____

Certification by the Employer/Cadre Controlling Authority

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/She possesses educational qualifications and experience mentioned in the vacancy circular. If selected, he/she will be relieved immediately.

2. A/so certified that;

- i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt. _____
- ii) His/ Her integrity is certified.
- iii) His/Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- iv) No major/minor penalty has been imposed on him/her during the last 10 years or a list of major/minor penalties imposed on him/her during the last 10 years is enclosed. (as the case may be)

Countersigned

(Employer/Cadre Controlling Authority with Seal)