

No. M-18011/3/2015-DO(FA)

Government of India

Ministry of Information and Broadcasting

"A" Wing, Shastri Bhavan, New Delhi-110001

Dated: 03.03.2017

The Chief Secretary,

State Governments/Union Territory Administrations.

Subject: Filling up of one post of Chief Executive Officer, Children's Film Society, India, Mumbai.

Sir,

I am directed to say that it is proposed to fill up one post of Chief Executive Officer in the pay scale of (Pay Band 4 i.e. Rs.37,400-67000, Grade Pay Rs. 8700) in Children's Film Society, India, Mumbai on deputation basis from amongst officers in the Central Government/State Governments / Public Sector Undertakings/Autonomous Bodies under Central/State Governments and holding analogous posts or with 5 years' service in the pay scale of (Pay Band 3 i.e. Rs. 15,600-39,100, Grade Pay Rs. 7600) and possessing the following qualifications:

Essential

- i. Degree from a recognized University or equivalent; and
- ii. 7 years' experience in a supervisory capacity in any educational, cultural, publicity or professional institutions/organizations or 7 years administrative experience with ability and capacity for organization.

Desirable

- i. Knowledge of media of films and TV.
 - ii. Knowledge of India's cultural heritage and of different forms of literary, cultural and artistic expressions in the country.
2. The pay and allowances of the officers selected will be regulated in accordance with the Department of Personnel and Training's O.M. No. 6/8/2009-Estt. (Pay II) dated the 17th June, 2010 as amended from time to time.
3. It is requested that applications of the officers who are eligible and can be spared immediately in the event of their selection may be sent in the enclosed proforma at **Annexure-A** (in duplicate) along with the following information/documents, addressed to **Under Secretary (Films), Ministry of Information & Broadcasting, Government of India Room No. 131, 'A' Wing, Shastri Bhavan, New Delhi-110001** within 60 days from the date of publication of this advertisement in the Employment News -

- i) Complete and up-to-date Confidential Reports/APARs of last five years or attested copies thereof
- ii) Integrity Certificate (in Original).

Services-II Branch

Diary No. 29911

Date 16/08/17

- iii) Details of major/minor penalties, if any imposed on the applicant, during the last 10 years (in Original).
- iv) Vigilance Clearance (in Original).

4. The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment shall be not exceeding 50 years as on the closing date for receipt of applications.

5. Applications received after the last date or without the above information/documents or otherwise found incomplete will not be entertained.

6. While forwarding the applications, it may be verified and certified that the particulars furnished by the applicant/officer are correct.

Yours faithfully,


(S.B. Pandey)

Under Secretary to the Government of India
Tel.: 011-23385221

Copy to:

1. All Ministries/Departments of the Government of India, with the request that the vacancies may be circulated among the eligible officers in the Ministry/Department including Public Sector Undertakings, Statutory or Autonomous Organisations etc. under their control.
2. University Grants Commission, Bahadurshah Zafar Marg, New Delhi with the request to circulate the vacancies among the eligible officers.
3. All Media Units of the Ministry of Information & Broadcasting with the request that the vacancies may be circulated among the eligible officers.
4. Department of Public Enterprises, Block No.14, CGO Complex, Lodhi Road, New Delhi-3 with the request to circulate the vacancies among the eligible officers in the Public Sector Undertakings.
5. The Director General, Films Division, 24-DR. G. Deshmukh Marg, Mumbai-26
6. The Director General, DAVP, Soochna Bhawan, CGO Complex, New Delhi for publication in the Employment news (English and Hindi version). Six (6) copies of the Employment News in which the advertisement is published may be sent to this Ministry.
7. The Chief Editor, Employment News, East Block IV, Level 5-7, R.K.Puram, New Delhi-110066 with the request that this may be published in the Employment News at the earliest.
8. The Secretary, Union Public Service Commission, Dholpur House, Shahjahan Road, New Delhi.
9. All Desk Officers/Section Officers in the Ministry of I&B
10. Spare copies


(S.B. Pandey)

Under Secretary to the Government of India

ANNEXURE-APROFORMA

APPLICATION FOR APPOINTMENT TO THE POST OF CHIEF EXECUTIVE OFFICER,
CHILDRENS FILM SOCIETY, INDIA, MUMBAI IN THE PAY SCALE OF (Pay Band 4
i.e. Rs.37,400-67000, Grade Pay Rs.8700) ON DEPUTATION BASIS

1	Name of the Applicant	:	
2	Name of Father/Husband	:	
3	Address for communication, Telephone No. (if any) E-mail address, if any.	:	
4	Date of Birth (in Christian Era)	:	
5	Date of appointment in the Central/ State Government Service	:	
6	Whether belongs to SC/ST? (If Yes, please indicate caste)	:	
7	Date of Retirement under Central/State Govt. Rules	:	
8	Educational Qualifications, prescribed <u>Essential</u> i) Degree from a recognised University or equivalent; and ii) 7 years experience in a supervisory capacity in any educational, cultural, publicity or professional institutions/organisations or 7 years administrative experience with ability and capacity for organisation. <u>Desirable</u> i) Knowledge of media of films and TV. ii) Knowledge of India's cultural heritage and of different forms of literary, cultural and artistic expressions in the country.	:	Edu. Qualification possessed by the Officer

9	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.)	:				
10	Qualifications/Experience Required	:	Qualifications/Experience possessed by the officer			
	officers in the Central Government/State Governments/Public Sector Undertakings/Autonomous Bodies under Central/State Governments and holding analogous posts or two years service in the pay scale of (Pay Band 3 i.e. Rs.15,600-39,100, Grade Pay Rs.7600)or with 5 years service in the pay scale of (Pay Band 3 i.e. Rs.15,600-39,100, Grade Pay Rs.7600)					
11	Please state clearly whether in the light of entries made by you above, you meet the requirement of the post	:				
12	Details of Employment in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient					
Sr. No.	Office/Instt./Orgn.	Post held	From	To	Scale of Pay & Basic Pay	Nature of Duties
(1)	(2)	(3)	(4)	(5)	(6)	(7)

13	Post held at present and whether it is Cadre or ex-cadre post and the date from which held (whether Permanent or temporary)	:	
14	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/organisation to which you belong.	:	
15	Additional details about present employment. Please state whether working under :-	:	
	(a) Central Government	:	
	(b) State Government	:	
	(c) Autonomous Body	:	
	(d) Government Undertakings	:	
	(e) Universities	:	
16	Present pay and pay scale	:	
17	A total emoluments per month now drawn	:	

18	Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.	:	
19	Remarks	:	

Signature of the
Applicant with Date &
address _____

Place :

Date : _____

Countersigned _____
(Employer)

List of Enclosures.

CERTIFICATE

- i) Certified that the particulars of the officer has been verified and found to be correct.
- ii) It is certified that no disciplinary proceedings are either pending and / or contemplated against the officer. Also it is certified that no any major/minor penalty was imposed on the officer during the last 10 years.
- iii) Integrity of the officer is also certified.

(Signature of the Head of Department with stamp)