

**VACANCY CIRCULAR**  
No. A-12011/18/2011-ADM

Government of India,  
Department of Personnel & Training,

LAL BAHADUR SHASTRI NATIONAL ACADEMY OF ADMINISTRATION,  
MUSSOORIE

Dated: 29<sup>th</sup> April, 2017

The all Central Ministries/departments/Chief Secretaries of State Government/UTs and Vice Chancellors of all Universities/Institutions/Registrars (High Courts) (As per list attached).

**Sub: Filling up of the post of Professor of Law in Lal Bahadur Shastri National Academy of Administration, Mussoorie.**

Sir,

I am directed to say that it is proposed to fill up the post of Professor of Law in the Lal Bahadur Shastri National Academy of Administration, Mussoorie on deputation (including short-term contract)/absorption basis. Scale of pay, eligibility conditions i.e. qualifications and experience, period of deputation and duties etc. for the post are indicated below:

Name of the Post	:	<b>Professor of Law (No. of posts: 1)</b>
Pay Scale	:	<b>Rs. 131100 – 216600 in Level 13A in Pay Matrix (PB-4 Rs.37400-67000 + Grade Pay Rs. 8900 pre-revised)</b>
Method of recruitment	:	<b>Deputation (including short-term contract)/ Absorption Basis</b>
Classification of the post	:	<b>General Central Service Group 'A' Gazetted</b>

**Eligibility**

Officer of the Central Government or State Governments or Union territories or Public Sector Undertakings or Universities or Recognised Research Institutions or Autonomous or Semi-Government or Statutory Organisations :-

Eligibility Service for Deputation in terms of Scale of Pay

- a)
- Holding analogous posts on regular basis; or
  - With two years' regular service in posts in level 13 (Rs. 118500 -214100) [PB-4 Rs. 37400-67000 plus Grade Pay Rs. 8700/- (pre-revised)] or equivalent; or
  - With six years' regular service in posts in level 12 (Rs. 78800 – 209200) [PB-3 Rs. 15600-39100 plus Grade Pay Rs.7600/- (pre-revised)] or equivalent; or
  - With eleven years' regular service in posts level 11 (Rs. 67700 – 208700) [PB-3 15600-39100 plus Grade pay Rs. 6600/- (pre-revised)] or equivalent; and
- b) Possessing the educational qualifications and experience as prescribed below:

62452

11/6/2017

### Essential Qualifications

1. (i) Master Degree in Law (LLM) from a recognised University or equivalent.
- (ii) ten years' experience in imparting training or teaching or research in legal affairs or in administration or in judicial service or ten years' practical experience at Bar as an advocate of which three years should be in a High Court as a Senior Advocate. OR
2. (i) Degree in Law (LL.B.) from a recognized University or equivalent;
- (ii) twelve years' experience in a state judicial service out of which five years should be at the level of Additional District Judge and session judge or above. OR  
Twelve years' practical experience at the Bar of which five years should be in a High Court as a Senior Advocate. OR  
Twelve years' experience in imparting training or teaching or research in legal affairs or in administration.

### DESIRABLE :

- (i) Experience as District Judge and Sessions Judge; or
- (ii) Doctorate Degree in Law from a recognized University or equivalent.

**Note:** Only officers belonging to Central Government/State Government/Union Territories are eligible for being considered for appointment on absorption.

### Age Limit:

The maximum age limit for appointment by deputation (including short-term contract)/absorption shall be not exceeding 56 years as on the closing date of receipt of applications for all the above mentioned posts.

### Period:

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 four years for all the above mentioned posts.

**Duties and responsibilities of the post include:** Teaching, Training, Counselling, Preparation of Reading Material, Setting of Examination Paper, functions of Course Co-coordinator/Associate Course Coordinator etc.

***The candidate selected to the above mentioned posts will be entitled to training allowance @ 30% of his basic pay in the parent department, in lieu of deputation allowance, if deputationist opts for the pay scale of his parent department.***

It is requested to circulate the vacancy and forward the application of the officers who are willing and fulfill the eligibility criteria and can be spared immediately in the event of their selection to this Academy in the prescribed proforma as at Annexure-I, complete in all respects along with documents (cadre clearance, Integrity certificate, vigilance clearance, Major/Minor penalty imposed during the last ten years and up-to-date ACRs dossiers (or photocopy of ACRs for the last 5 years duly attested on each page by Gazetted Officer) **within 60 days** from the date of publication in the Employment News.

**Note** The details of the vacancy along with prescribed form are available on the LBSNAA Website <http://www.lbsnaa.gov.in>

*Vidya*  
(Vidya Bhushan)  
Deputy Director

# रिक्ति परिपत्र

सं. ए- 12011/18/2011-एडीएम

भारत सरकार

कार्मिक एवं प्रशिक्षण विभाग,

लाल बहादुर शास्त्री राष्ट्रीय प्रशासन अकादमी, मसूरी

दिनांक: 29 अप्रैल, 2017

सेवा में,

समस्त केंद्रीय मंत्रालय/विभाग/राज्य सरकार/केंद्र शासित प्रदेश के मुख्य सचिव तथा समस्त विश्वविद्यालयों/संस्थानों (संलग्न सूची के अनुसार) के कुलपति/रजिस्ट्रार (उच्च न्यायालय) (संलग्न सूची के अनुसार)

विषय: लाल बहादुर शास्त्री राष्ट्रीय प्रशासन अकादमी, मसूरी में प्रोफेसर विधिशास्त्र के पद को भरना।

महोदय,

मुझे यह कहने का निदेश हुआ है कि लाल बहादुर शास्त्री राष्ट्रीय प्रशासन अकादमी, मसूरी में प्रतिनियुक्ति (अल्पावधि संविदा)/आमेलन के आधार पर प्रोफेसर, विधिशास्त्र के पद को भरने का प्रस्ताव है। पद हेतु वेतनमान, पात्रता शर्तें जैसे अर्हता एवं अनुभव, प्रतिनियुक्ति की अवधि तथा दायित्वों का ब्योरा नीचे दिया गया है:

(1) पद नाम	: विधिशास्त्र (पद की सं. : 1)
वेतनमान	: पे- मैट्रिक्स के लेवल 13 पर (वेतन बैंड - 4, 37400-67000 + ग्रेड वेतन 8900/-रु पूर्व संशोधित) रु. 131100-216600
भर्ती की पद्धति	: प्रतिनियुक्ति (अल्पावधि संविदा) या आमेलन
पद का वर्गीकरण	: सामान्य केंद्रीय सेवा, समूह 'क', राजपत्रित

## पात्रता

केंद्र सरकार/राज्य सरकार/केंद्र शासित प्रदेश/सार्वजनिक क्षेत्र के उपक्रम/विश्वविद्यालय/मान्यता प्राप्त अनुसंधान संस्थान/स्वायत्तशासी निकाय/अर्ध-शासकीय/सांविधिक संगठन के अधिकारी:

वेतनमान के आधार पर प्रतिनियुक्ति की पात्रता शर्तें।

(क)

- (i) नियमित आधार पर समान पद पर कार्य किया हो या
- (ii) लेवल 13 के पदों पर दो वर्ष की नियमित सेवा (रु. 118500 -214100) [पीबी-4 रु. 37400-67000 + ग्रेड पे रु. 8700 - (पूर्व- संशोधित)] अथवा समतुल्य; अथवा
- (iii) लेवल 12 के पदों पर 6 वर्ष की नियमित सेवा (रु. 78800-209200) [पीबी-3 रु. 15600-39100 + ग्रेड पे रु. 7600 - (पूर्व- संशोधित)] अथवा समतुल्य; अथवा
- (iv) लेवल 11 के पदों पर 11 वर्ष की नियमित सेवा (रु. 67700-208700) [पीबी-3 रु. 15600-39100 + ग्रेड पे रु. 6600 - (पूर्व- संशोधित)] अथवा समतुल्य; अथवा

(ख) निम्नलिखित के अनुसार शैक्षिक अर्हताएं एवं अनुभव प्राप्त हो।

1. (i) किसी मान्यता प्राप्त विश्वविद्यालय से विधिशास्त्र में स्नातकोत्तर (एलएलएम) अथवा समतुल्य

(iii) विधि मामलों में प्रशिक्षण प्रदान करने अथवा अध्यापन अथवा अनुसंधान अथवा प्रशासनिक अथवा न्यायिक सेवा में दस वर्ष का अनुभव अथवा अदालत में अधिवक्ता के बतौर दस वर्ष का वास्तविक अनुभव जिसमें से तीन वर्ष किसी उच्च न्यायालय में वरिष्ठ अधिवक्ता के बतौर हो अथवा

1. किसी विश्वविद्यालय से विधिशास्त्र (एल.एल.बी.) में स्नातक अथवा समतुल्य

2. किसी राज्य न्यायिक सेवा में 12 वर्ष का अनुभव जिसमें से पांच वर्ष अपर जिला न्यायाधीश अथवा नेशनल न्यायाधीश अथवा इन्हें ऊपर का अनुभव अथवा

न्यायालय में 12 वर्ष का वास्तविक अनुभव जिसमें से पांच वर्ष किसी उच्च न्यायालय में वरिष्ठ अधिवक्ता के बतौर हो अथवा

विधि मामलों में प्रशिक्षण प्रदान करने अथवा अध्यापन अथवा अनुसंधान अथवा प्रशासन में बारह वर्ष का अनुभव।

#### वांछनीय :

(i) जिला न्यायाधीश तथा सेशन न्यायाधीश के बतौर अनुभव अथवा

(ii) किसी मान्यताप्राप्त विश्वविद्यालय से विधिशास्त्र में स्नातक अथवा समतुल्य

नोट : आमेलन पर नियुक्ति हेतु विचार के लिए केवल केन्द्रीय सरकार/राज्य सरकार/संघ राज्य क्षेत्रों के अधिकारी ही पात्र होंगे।

#### आयु सीमा:

सभी उपरोक्त पदों के लिए प्रतिनियुक्ति (अल्पावधि संविदा सहित)/आमेलन द्वारा नियुक्ति के लिए अधिकतम सीमा आवेदन प्राप्त करने की अंतिम तिथि पर 56 वर्ष से अधिक नहीं होनी चाहिए।

#### अवधि :

उपरोक्त सभी पदों के लिए प्रतिनियुक्ति की अवधि जिसमें इस नियुक्ति से तत्काल पूर्व इसी संगठन अथवा केंद्रीय सरकार के किसी अन्य संगठन विभाग में किसी अन्य बाह्य संवर्ग पद पर प्रतिनियुक्ति शामिल है, सामान्यतः चार वर्ष से अधिक नहीं होगी।

इस पद की इयूटी एवं जिम्मेदारियों में शामिल है: अध्यापन, प्रशिक्षण, परामर्श, अध्यापन सामग्री की तैयारी, परीक्षा पत्र तैयार करना, पाठ्यक्रम समन्वयक/सह-पाठ्यक्रम समन्वयक इत्यादि के कार्य।

यदि प्रतिनियुक्त अपने मूल विभाग के वेतनमान का विकल्प लेता है तो उपरोक्त पद पर चयनित उम्मीदवार को प्रतिनियुक्ति भत्ते की एवज में, मूल विभाग में उसके मूल वेतन के 30% की दर से प्रशिक्षण भत्ता देय होगा।

रिक्त स्थान को परिचालित करने तथा जो अधिकारी इच्छुक एवं पात्र हैं उनके आवेदन अग्रेषित करने का अनुरोध किया जाता है तथा चयन हो जाने की स्थिति में कार्य मुक्त किए जाने वाले अधिकारी की पूर्ण एवं अद्यतन ए.सी.आर. (वार्षिक गोपनीय रिपोर्ट) डोजियर (समूह 'क' राजपत्रित अधिकारी द्वारा प्रत्येक पृष्ठ पर विधिवत अनुप्रमाणित पिछले 5 वर्षों की वार्षिक गोपनीय रिपोर्ट की प्रतियां) सहित निर्धारित प्रपत्र में तीन प्रतियों में इस विज्ञापन के रोजगार समाचार पत्र में प्रकाशन की तिथि से 60 दिनों के अंदर भेजना होगा। अंतिम तिथि के बाद या गोपनीय रिपोर्ट के बिना या गोपनीय रिपोर्ट की सत्यापित प्रतिलिपियों के बिना प्राप्त आवेदन पत्रों या अपूर्ण आवेदन पत्रों पर विचार नहीं किया जाएगा।

नोट—निर्धारित प्रपत्र सहित रिक्तियों का ब्योरा ला.ब.शा.रा.प्र. अकादमी की वेबसाइट <http://www.lbsnaa.gov.in> पर उपलब्ध है।

ह. /  
(विद्या भूषण)  
उपनिदेशक

**BIO-DATA/ CURRICULUM VITAE PROFORMA****FOR THE POST OF**

1. Name and Address (in Block Letters)		
1.(A) Telephone No, Fax No. & e-mail address:		
2. Date of Birth (in Christian era)		
3. i) Date of entry into service		
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)		
<b>Qualifications/Experience required as mentioned in the advertisement/ vacancy circular</b>	<b>Qualifications/ Experience possessed by the officer</b>	
<b>Essential</b>	<b>Essential</b>	
A) Qualification	A) Qualification	
B) Experience	B) Experience	
<b>Desirable</b>	<b>Desirable</b>	
A) Qualification	A) Qualification	
B) Experience	B) Experience	
<p><b>5.1 Note:</b> This column needs to be amplified to indicate essential and Desirable Qualifications as mentioned in the RRs by the <b>Administrative Ministry/Department/Officer</b> at the time of issue of Circular and issue of Advertisement in the Employment news.</p> <p><b>5.2</b> In the case of Degree and post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.</p>		

6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.

6.1 Note: Borrowing Departments are to provide their specific comments/ views confirming the relevant Essential Qualification/ Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.

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 on regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for 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 and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below;

Office/Institute	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

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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 the applicant belongs.	d) Name of the post and pay of the post held in substantive capacity in the parent organisation
<p><b>9.1 Note:</b> 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.</p> <p><b>9.2 Note:</b> Information under Column 9(c) &amp; (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/ organisation</p>			
10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.			
<p><b>11. Additional details about present employment:</b></p> <p>Please state whether working under (indicate the name of your employer against the relevant column)</p> <p>a) Central Government  b) State Government  c) Autonomous Organization  d) Government Undertaking  e) Universities  f) Others</p>			
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			
Basis Pay in the PB	Grade Pay		Total Emoluments

15. In Case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the organisation showing the following details may be enclosed.

Basis Pay which Scale of Pay and rate of increment	Dearness Pay/Interim relief/other Allowances etc., (With break-up details)	Total Emoluments

**16.A Additional information**, if any, relevant to the post you applied for 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 Achievements:**

The candidates are requested to indicate information with regard to;

- (i) Research publications and reports and special projects
- (ii) Awards/Scholarships/Official Appreciation
- (iii) Affiliation with the professional bodies/institutions/Societies and;
- (iv) Patents registered in own name or achieved for the organization
- (v) Any research/ innovative measure involving official recognition vi) any other information.

(Note: Enclose a separate sheet if the space is insufficient)

17. 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)

# (The Option of 'STC' / 'Absorption' / 'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").

18. 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 the 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 \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Mobile/Telephone No. \_\_\_\_\_

E-mail address: \_\_\_\_\_

Date \_\_\_\_\_

**Certification by the Employment/ 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 qualification and experience mentioned in the vacancy Circular. If selected, He/ She will be relieved immediately.

**2. Also 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 in enclosed. (as the case may be)

**Countersigned**

\_\_\_\_\_  
(Employer/ Cadre Controlling Authority with Seal)