

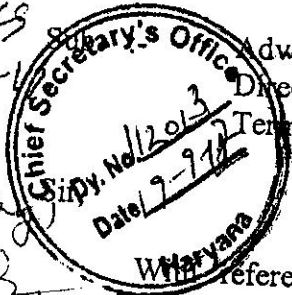
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File No. A-12015(11)/1/2017-ADMN

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GOVERNMENT OF INDIA  
MINISTRY OF DEVELOPMENT OF NE REGION  
NORTH EASTERN COUNCIL SECRETARIAT  
NONGRIM HILLS, SHILLONG-793003

Date 30<sup>th</sup> August, 2017.

As per list.



Advertisement/Vacancy Circular for the post of (Banking and Industries) /  
Director of Information and Public Relations on Deputation (Including Short  
Term Contract) basis in North Eastern Council Secretariat, Shillong-3.

In reference to the subject cited above, the undersigned is directed to enclose  
herewith a copy of the advertisement No. A-12015(11)/1/2017-ADMN dated 30<sup>th</sup> August,  
2017 for the above mentioned post proposed to be filled up on deputation basis. This  
advertisement/vacancy circular may please be widely circulated in your Organisation. This  
advertisement is also being published in the Employment News shortly.

Applications of eligible and willing candidates may be forwarded to the Director  
(Admn.) within 60 days from the date of publication of the advertisement in the Employment  
News.

Yours faithfully,

(Kh. Siile Anthony)  
I/c Director (Admn.)

NEC Secretariat, Nongrim Hills,  
Shillong : 793003

Ph. No. : 2522647

Director (Admn.)  
North Eastern Council  
Govt. of India: Shillong

112013  
22/9/2017

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GOVERNMENT OF INDIA  
MINISTRY OF DEVELOPMENT OF N.E. REGION  
NORTH EASTERN COUNCIL SECRETARIAT  
NONGRIM HILLS, SHILLONG-793003

A-12015(11)/1/2017-ADMN

Dated: Shillong, the 30<sup>th</sup> August, 2017

The North Eastern Council Secretariat is looking for the services of a suitable officers for filling up the post of (1) ~~Adviser (Banking and Industries)~~ and (2) **Director of Information and Public Relations** on deputation (including short term contract) basis. The pay and other terms and conditions of deputation will be regulated in accordance with DOPT's O&M No.6/8/2009-Estt.(Pay-II) dt.17.06.2010 as amended from time to time. Cadre authorities/Heads of Departments are requested to forward applications of eligible and willing candidates whose services can be spared on deputation immediately on selection so as to reach the undersigned **within 60 days** from the date of publication of this advertisement in Employment News. The details of post, eligibility criteria, job requirement, age limit, qualification and experience required for the post are indicated in Annexure-I below. The Application Forms/Curriculum Vitae Proforma (Annexure-II) and other necessary details the candidates are advised to visit and download from the NEC Website <http://necouncil.gov.in>.

**LIST OF ENCLOSURES TO BE ACCOMPANIED WITH THE APPLICATION.**

1. Application in the prescribed format – Annexure-II duly completed, signed by the candidate and countersigned by the Cadre/Appointing authority.
2. Attested copies of ACRs for the last 5(five) years duly attested on each page with seal by an officer with the rank of Under Secretary to the Government of India or equivalent.
3. Integrity Certificate.
4. Vigilance Clearance.
5. Major or minor penalty certificate for the last 10 years of his service.
6. A certificate to the effect that the particulars furnished by the candidate have been verified and found correct as per service records.
7. Cadre clearance certificate.

30/8/17  
(Kh. Siile Anthony)  
I/c Director (Admn.)  
NEC Secretariat,  
Nongrim Hills, Shillong : 793003  
Ph. No. : 2522647

Director (Admn)  
North Eastern Council  
of India, Shillong.

**ANNEXURE - I**

1. 1(One) post of **Adviser (Banking and Industries)** in the pay scale of Rs. 14,300-400-18,300/- (5<sup>th</sup> CPC) /PB-4 Rs. 37,400-67,000 + GP Rs. 8,700/- (6<sup>th</sup> CPC) corresponding to level 13 of Pay Matrix of 7<sup>th</sup> CPC.

Method of recruitment :	<b>Deputation (including short term contract) :</b> Officers of the Central Government or State Government or Union Territories or Recognised Research Institutions or Universities or Public Sector Undertaking or Semi Government or Autonomous or Statutory organizations :		
	(a)	(i)	holding analogous posts on regular basis in the parent cadre or department; or
		(ii)	with five years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs.12,000-16,500/- (5 <sup>th</sup> CPC) PB – 3 Rs. 15600-39100 + G.P Rs. 7600/- (6 <sup>th</sup> CPC ) corresponding to level 12 of Pay Matrix of 7 <sup>th</sup> CPC or equivalent in the parent cadre or department ; and
	(b)	Possessing the following educational qualifications and experience :	
		(i)	Bachelor's Degree from a recognised University or equivalent.
	(ii)	Twelve years' experience of Banking, Bank Finance and Planning or Twelve years' experience in promoting industrial projects and small scale industries (Period of deputation or contract including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not to exceed four years.	
	The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding <u>56 years</u> as on the closing date of the receipt of applications).		
Job requirement	To study and advise on specific programmes and formulate appropriate schemes relating to Banking, Bank Finance, Industries in the North Eastern Region and to assist the State Governments in the region to obtain bank finance facilities for different schemes and execution of schemes for Employment Oriented Industries in the North Eastern Region for establishment of Industries, Entrepreneurship Development Programmes.		

## CURRICULUM VITAE PROFORMA

1	Name and address (in block letters)			:	
2	Date of birth (in Christian era)			:	
3	Date of retirement under Central/State Govt. rules.			:	
4	Educational qualifications.			:	
5	Name of the post applied for			:	
6	Present post held with pay scale, Pay band and Grade Pay			:	
7	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).			:	
		Qualification/experience required			Qualification/experience possessed by the officer
	Essential	(i)			
		(ii)			
		(iii)			
	Desirable	(i)			
		(ii)			
8	Please state clearly whether in the light of entries made by you above, you meet the requirements of the post.			:	
9	Details of Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.				

Office/Instt./Orgn.	Post Held	From	To	Scale of pay/ Present Basic Pay And Grade Pay	Nature of duties

10	Nature of present employment i.e., ad-hoc or temporary or quasi-permanent or permanent.			:	
11	In case the present employment is held on deputation 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.		:	

12	Additional details about present employment. Please state whether working under - (indicate the name of your employer against the relevant column)	:	
(a)	Central Govt.	:	
(b)	State Government	:	
(c)	Union Territory	:	
(d)	Statutory Organization	:	
(e)	Autonomous Organizations	:	
(f)	Government Undertakings	:	
(g)	Universities	:	
(h)	Others	:	
13	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.	:	
14	Are you in Revised Scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised pay scale.	:	
15	Total emoluments per month now drawn	:	
16	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).	:	
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.	:	
18	Whether belongs to SC/ST.	:	
19	Remarks (The candidates may indicate information with regard to (i) Research publications and reports and special projects, (ii) Awards/ Scholarship/Official Appreciation, (iii) Affiliation with the Professional bodies/institutions/ societies and (iv) any other information. (Note: Enclose a separate sheet if the space is insufficient), if any.	:	
20	Whether the present post held is on substantive basis or on officiating basis or on deputation/ short term contract.	:	

21	If Pay scale/Pay Band with Grade Pay in Sl. no. 6 above is not that of the substantive post held (i.e., that on deputation/short term contract/ACP Scheme upgradation/MACP upgradation), then the substantive pay (with Pay Scale/Pay Band with Grade Pay).
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I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Date

Signature of the candidate

Address

Phone No./Mobile No.:

Countersigned (Employer with seal and date)

# Strike out whichever is not applicable.

CADRE CLEARANCE CERTIFICATE

In the event of the selection of Shri/Smti \_\_\_\_\_, he/she will be relieved to join the post of Adviser (Banking and Industries) / Director of Information and Public Relations in the North Eastern Council Secretariat, Shillong on deputation (including short term contract) basis.

Signature:

Designation of Competent Authority

VIGILANCE CLEARANCE CERTIFICATE

Certified that no vigilance case is pending or contemplated against Shri/Smti \_\_\_\_\_ as per record.

Signature:

Designation of Competent Authority.

MAJOR/MINOR PENALTIES REPORT

Certified that there is no major or minor penalties imposed on Shri/Smti \_\_\_\_\_ during last 10 years.

Signature

Designation of Competent authority.

INTEGRITY CERTIFICATE

Service particulars of Shri/Smti \_\_\_\_\_ have been carefully scrutinized and it is certified that there is no doubt of his integrity.

Signature:

Designation of Competent authority.



List of addresses of Adviser ( Banking and Industries ) :

1. All Ministries/Department of Govt. of India.  
The Secretary, Ministry of Commerce and Industry, Udyog Bhavan, Rafi Marg, New Delhi-110011.
2. The Director, Government of India, Ministry of Development of North Eastern Region, Vigyan Bhavan Annexe, Maulana Azad Road, New Delhi - 110011.
3. The Secretary, NitiAayog, YojanaBhavan, SansadMarg, New Delhi - 110001
4. The Commissioner, Small Scale Industries, Govt. of India, New Delhi.
5. The Secretary, Ministry of Commerce and Industry, UdyogBhavan, Rafi Marg, New Delhi - 110011.
6. The Chief Secretary to the Govt. of Assam, Dispur, Guwahati/Govt of Meghalaya, Shillong, Govt of Manipur,Imphal/ Govt of Arunachal Pradesh, Itanagar/ Govt of Mizoram,Aizawl/ Govt of Nagaland,Kohima/ Govt of Tripura, Agartala/ Govt of Sikkim, Gangtok/ Govt of West Bengal, Kolkata/ Govt of Orissa, Bhubaneswar/ Govt of Andhra Pradesh, Hyderabad/ Govt. of Tamil Nadu, Madras/Govt of Karnataka, Bangalore/ Govt.of Kerala, Tribandrum/ Govt.of Jammu & Kashmir, Srinagar/Govt of Uttar Pradesh, Lucknow/ Govt of Bihar, Patna/ Govt of Madhya Pradesh, Bhopal/ Govt of Gujarat, Ahmedabad/ Govt of Maharashtra, Mumbai/ Govt of Rajasthan, Jaipur/ Govt of Himachal Pradesh, Simla/ Govt.of Haryana, Chandigarh/ Govt.ofPunjab,Chandigarh/ Govt.of Goa, Panaji / Govt of Chattisgarh, Raipur/ Uttarakhand, Dehradun/ Jharkhand, Ranchi/ Telengana, Hyderabad/ Govt of Andaman & Nicobar Islands, Portblair/ Govt of Lakshadweep, Kavarati/ Govt of Dadra and Nagar Haveli, Silvassa/Daman and Diu, Daman/ Puducherry, Pondicherry.
7. The Secretary, Industries to the Govt. of Assam, Dispur, Guwahati/Govt of Meghalaya, Shillong Govt of Manipur,Imphal/ Govt of Arunachal Pradesh, Itanagar/ Govt of Mizoram,Aizawl/ Govt of Nagaland,Kohima/ Govt of Tripura, Agartala/ Govt of Sikkim, Gangtok/ Govt of West Bengal, Kolkata/ Govt of Orissa, Bhubaneswar/ Govt of Andhra Pradesh, Hyderabad/ Govt. of Tamil Nadu, Madras/Govt of Karnataka, Bangalore/ Govt.of Kerala, Tribandrum/ Govt.of Jammu & Kashmir, Srinagar/Govt of Uttar Pradesh, Lucknow/ Govt of Bihar, Patna/ Govt of Madhya Pradesh, Bhopal/ Govt of Gujarat, Ahmedabad/ Govt of Maharashtra, Mumbai/ Govt of Rajasthan, Jaipur/ Govt of Himachal Pradesh, Simla/ Govt.of Haryana, Chandigarh/ Govt.ofPunjab,Chandigarh/ Govt.of Goa, Panaji / Govt of Chattisgarh, Raipur/ Uttarakhand,Dehradun/ Jharkhand, Ranchi/ Telengana, Hyderabad/ Govt of Andaman & Nicobar Islands, Portblair/ Govt of Lakshadweep, Kavarati/ Govt of Dadra and Nagar Haveli, Silvassa/Daman and Diu, Daman/ Puducherry, Pondicherry.
8. The Deputy Director (Admn.) (NG), Govt. of India, Ministry of Small Scale Industries, Office of the D.C. (SSI), NirmanBhavan, New Delhi - 110011.
9. The Director, IES, Division, Department of Economic Affairs, Ministry of Finance, Government of India, New Delhi - 110001.
10. The Secretary, NITI Aayog (National Institution for Transforming India), Government of India, Yojana Bhavan, Sansad Marg, New Delhi - 110001.
11. The Secretary, Ministry of Commerce and Industry, Udyog Bhavan, Rafi Marg, New Delhi - 110011.
12. The Director General, Technical Development, UdyogBhavan, New Delhi - 110001.
13. The Director, Govt. of India, Ministry of Small Scale Industries, Small Industries Service Institute, CGO Complex, C-Block, Seminar Hills, Nagpur - 440006.
14. Local Head Office, N.E. Circle, State Bank of India, Bharalumukh, Guwahati - 781009.
15. State Bank of India, Shillong Zonal Office, Dhankheti.
16. State Bank of India, Zonal Office, Dimapur.
17. State Bank of India, Zonal Office, Jorhat.
18. State Bank of India, Zonal Office, Bhangagarh, Guwahati.
19. North Eastern Development Finance Corporation Ltd., NEDfi House, G.S Road, Dispur, Guwahati-781006.
20. National Bank for Agriculture and Rural Development, (NABARD), Regional Office, G.S. Road, Opp.Assam Secretariat, Dispur, Guwahati-1.



21. Small Industries Development Bank of India, Nirman Bhavan, 227, Vinay K. Shah Marg, Nirman Point, Bombay – 400021.
22. Small Industries Development Bank of India, 44, Shakespeare Sarani, 3<sup>rd</sup> Floor, Kolkata – 700017.
23. Small Industries Development Bank of India, IPICOL House Annexe, 4<sup>th</sup> Floor, Janpath, Bhubaneswar – 751007.
24. Small Industries Development Bank of India, Morello Building, Kachari Road, Shillong – 793001, Post Bag – 101, Meghalaya.
25. Small Industries Development Bank of India, Shivoy Tower, 2<sup>nd</sup> Floor, 16/97, M.G.. Road, Kanpur – 208001.
26. Small Industries Development Bank of India, Janardhan Tower, IInd Floor, No.2, Residency Road, Bangalore – 560025.
27. Small Industries Development Bank of India, IDBI Building, G.D. Road, Opposite Sentinel Press, Guwahati – 781005.
28. IDBI, IDBI Building, G.S. Road, Opposite Sentinel Press, Guwahati – 781005.
29. The Deputy Director (Admn.) (NG), Govt. of India, Ministry of Small Scale Industries, Office of the D.C. (SSI), Nirman Bhavan, New Delhi – 110011.
30. The Commissioner, Small Scale Industries, Govt. of India, New Delhi.
31. The Director General, Technical Development, Udyog Bhavan, New Delhi – 110001.
32. The Director, Govt. of India, Ministry of Small Scale Industries, Small Industries Service Institute, CGO Complex, C-Block, Seminar Hills, Nagpur – 440006.
33. The Secretary, Planning Commission, Yojana Bhavan, Sansad Marg, New Delhi – 110001.
34. The Secretary, Ministry of Commerce and Industry, Udyog Bhavan, Rafi Marg, New Delhi – 110011.
35. Technical Director/SA, NIC-NEC, NEC Secretariat Shillong. It is requested to upload the advertisement in the NEC Website.

13/07/12  
(Kh. Siile Anthony)  
I/c Director (Admn.)  
Director (Admn.)  
North Eastern Council  
Govt. of India, Shillong.