



GOVERNMENT OF INDIA
Ministry of Jal Shakti
Department of Water Resources, RD & GR

पञ्जाब प्रशासनिक सेवा
13 JAN 2022
प्रिधान सचिव

Shriam Sharma, Bhawan, Raj Bhawan
New Delhi, the 17th December 2021

1. The Chief Secretaries of all State Governments/Union Territories
2. The Secretaries of all the Ministries and Departments of Government of India
3. Public Sector Undertakings/Agricultural Universities/Recognised Research Institutes/Semi-Government/Autonomous/Statutory Organisations.

Subject:- Filling up the post of Senior Joint Commissioner (Agricultural Discipline) in the Department of Water Resources, RD & GR, Ministry of Jal Shakti on deputation (including short term contract) basis-Reg.

Madam Sir,
I am directed to say that Ministry of Jal Shakti, Department of Water Resources, River Development & Ganga Rejuvenation proposes to fill up the post of Senior Joint Commissioner (Agricultural Discipline) a General Service Group 'A' Gazetted Non-Ministerial post in the pay matrix Level-13 (Rs. 123100-215900) on deputation (including short term contract) basis.

Eligibility

1. Officers of the Central Government or State Governments or Union Territories or Agricultural Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government or Autonomous or Statutory Organizations who have following qualifications are eligible:

- (a) (i) holding analogous post 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 Level 12 (Rs. 78900-209200) of the Pay Matrix or equivalent in the parent cadre or Department; or
- (iii) with ten years' service in the grade rendered after appointment thereto on a regular basis in Level 11 (Rs. 67700-208700) of the Pay Matrix or equivalent in the parent cadre or Department; and

(b) Possessing the following educational qualifications and experience:

- (i) Degree in Agricultural Engineering or Soil and Water Conservation Engineering or Post Graduate Degree in Agronomy or Soil Science from a recognised University; and
- (ii) Twelve years' experience in Water Conservation and management of irrigated agriculture and on-farm development work in the irrigation or agricultural department of a State Government or Central Government or in any recognised agricultural University, or in any agricultural training or research or management Institute.

3. The total period of deputation (including short term contract) including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or

N
CCS (B) / 13/1/22
A
M

SSPS
ASST
SSSE
SSPS (OL)

USA

SSPS
14/1/22
SSP

17/1/22

635

Services-II Branch
Diary No. 5485
Date 17/01/22

some other organization or Department of the Central Government shall not exceed five (05) years. The maximum age limit for appointment by deputation (including short term contract) shall not exceed 56 years as on the closing date of receipt of applications.

4. The officer selected on deputation basis will have the option to draw his pay in the pay matrix in the parent cadre plus deputation (duty) allowance or to have his pay fixed in the pay matrix of the deputation post subject to the restrictions contained in the Department of Personnel & Training O.M. No. 2/29/91-(Pay-II) dated 17/04/2010, as amended from time to time.

5. It is requested that wide circulation may be given to the post and applications of eligible and willing officers (in triplicate) duly completed and signed by the officer concerned in the enclosed proforma (Annexure A) & countersigned by the sponsoring authority along with requisite certificate/documents may be forwarded to the undersigned within 45 days from the date of publication of advertisement in the Employment News. While forwarding the applications the sponsoring authority may certify that

- i. particulars given by the applicant are correct;
- ii. His/her integrity is certified;
- iii. There is no vigilance or disciplinary case either pending or contemplated against the applicant;
- 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);
- v. His/Her CR Dossiers in original are enclosed/ photocopies of the APARs for the last five (5) years duly attested on each page by an officer not below the rank of Under Secretary or equivalent.

6. Advance copy of application may be forwarded by email to usadmo-mown@nic.in or usadmo-mown@nic.in. Advance copies of application or application received after the prescribed period or not accompanied with the requisite information/ documents are liable to be rejected.

Yours faithfully,


(S.B. Pandey)

Under Secretary to the Govt. of India

Tel No. 011-23738128

Email: usadmo-mown@nic.in

Copy forwarded for similar action to :-

- i. All attached & subordinate offices of D/o WR, RD & GR
- ii. All S/Js/DCs in D/o WR, RD & GR
- iii. Under Secretary (CS-I(Coord)), DoPT, 2nd Floor, 'A' Wing, Lok Nayak Bhawan, Khan Market, New Delhi - with request to get the vacancy circular uploaded on DoPT's website for wider circulation.
- iv. N/C Cell, DoWR, RD & GR for uploading the vacancy circular on Department's website

BIO DATA

BIO DATA

Name of the post applied for :-

1 Name and Address
(In Block Letters)

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)

Qualifications Experience required as mentioned in the advertisement/ vacancy circular	Qualifications experience possessed by the officer
--	--

Essential

Essential

(A) Qualification

(A) Qualification

(B) Experience

(B) Experience

Desirable

Desirable

(A) Qualification

(A) Qualification

(B) Experience

(B) Experience

5.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.

5.2 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 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 Biodata) 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	Nature of Duties (in detail) highlighting post held on regular experience required
--------------------	----------------------------	------	----	---------------------	--

- Important: Payband 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 Institution	Pay, Pay Band and Grade Pay drawn under ACP/MACP Scheme	From	To
--------------------	---	------	----

8. Nature of present employment (i.e. Adhoc 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 or 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
-------------------------------------	--	---	--

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 (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 organisation

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. Are you a member of any professional bodies? If so, give the name of the body and the grade/professional category.
13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the revised scale.
14. Total emoluments per month now drawn:

Basic Pay in the PS	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:

Basic Pay with 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)

Please state whether you are applying for recruitment on STC/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".

13. 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 _____

Date _____

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. 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 is enclosed. (as the case may be)

Countersigned

(Employer/ Cadre Controlling Authority with Seal)