

सं. ए 12025/1/2016-स्थापना-III

भारत सरकार

जल शक्ति मंत्रालय

जल संसाधन, नदी विकास और गंगा संरक्षण विभाग

श्रम शक्ति भवन, रफी मार्ग,

नई दिल्ली, दिनांक: 27 सितम्बर, 2019

सेवा में

Chief Secretary's Office

Dy. No.: 137027

Date: 24-10-19

1. संलग्न सूची के अनुसार भारत सरकार के सभी मंत्रालयों/विभागों के सचिव।
2. संलग्न सूची के अनुसार सभी राज्य सरकारों/संघ राज्य क्षेत्र प्रशासन के मुख्य सचिव।
3. संलग्न सूची के अनुसार जल संसाधन, नदी विकास और गंगा संरक्षण विभाग, जल शक्ति मंत्रालय के नियंत्रणाधीन सभी संगठन।

विषय: जल शक्ति मंत्रालय, जल संसाधन, नदी विकास और गंगा संरक्षण विभाग के नियंत्रणाधीन एक अधीनस्थ कार्यालय नामतः फरक्का बैराज परियोजना में प्रतिनियुक्ति (अल्पकालीन संविदा सहित) के आधार पर अनुभाग अधिकारी का एक पद भरे जाने के संबंध में।

महोदय,

मुझे यह कहने का निदेश हुआ है कि जल शक्ति मंत्रालय, जल संसाधन, नदी विकास और गंगा संरक्षण विभाग के नियंत्रणाधीन एक अधीनस्थ कार्यालय नामतः फरक्का बैराज परियोजना में वेतन मैट्रिक्स लेवल- 7 (44900-142400 रूपए) के वेतनमान में अनुभाग अधिकारी का एक पद केन्द्र सरकार अथवा राज्य सरकार/संघ राज्य क्षेत्र अथवा अर्धसरकारी अथवा सार्वजनिक क्षेत्र के उपक्रमों अथवा सांविधिक निकायों अथवा स्वायत्त निकायों अथवा मान्यताप्राप्त विश्व विद्यालयों अथवा शोध संस्थाओं में कार्य कर रहे उपयुक्त एवं पात्र अधिकारियों में से प्रतिनियुक्ति (अल्पकालीन संविदा सहित) के आधार पर भरे जाने का प्रस्ताव है। पद के लिए अपेक्षित पात्रता शर्तें, योग्यता और अनुभव तथा अन्य ब्यौरा अनुलग्नक-1 में दिया गया है।

2. अनुरोध है कि उपयुक्त एवं पात्र अधिकारियों, जिन्हें चयन हो जाने पर तत्काल कार्यमुक्त किया जा सकता है, के आवेदन (चार प्रतियों) में श्री के. एच. शिवरामकृष्णन, अवर सचिव (स्थापना-III), छठा तल (कमरा सं. 635), जल शक्ति मंत्रालय, जल संसाधन, नदी विकास और गंगा संरक्षण विभाग, श्रम शक्ति भवन, रफी मार्ग, नई दिल्ली-110001 को इस विज्ञापन के इम्प्लॉइमेंट न्यूज / रोजगार समाचार में प्रकाशन की तारीख से 60 दिनों के भीतर भिजवाये जा सकते हैं।

3. केवल उन्हीं अधिकारियों/उम्मीदवारों के आवेदनों पर विचार किया जायेगा जो उचित माध्यम से भेजे जायेंगे और उनके साथ (i) अनुलग्नक-2 में दिए गए प्रोफार्मा में जीवन-वृत्त (चार प्रतियां), (ii) पिछले पांच वर्षों की एसीआर /एपीएआर की फोटो प्रतियां जो एक ऐसे अधिकारी द्वारा अधि-प्रमाणित हों जिसका स्तर अवर सचिव से कम न हो, (iii) अनुलग्नक-3 में दिए गए अनुसार सतर्कता निकासी, (iv) अनुलग्नक-4 में दिए गए अनुसार अधिकारी

Services-II Branch

Diary No. 137027

Date 29/10/19

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पर पिछले 10 वर्षों में लगायी गयी कोई बड़ी अथवा छोटी शास्ति, यदि कोई हो, का विवरण, (iv) अनुलग्नक-5 में दिए गए अनुसार सत्यनिष्ठा प्रमाण-पत्र और (vi) काडर क्लीयरेंस दस्तावेज संलग्न होंगे। अनुलग्नक-2 से 5 इस मंत्रालय की वेबसाइट (<http://mowr.gov.in>) पर उपलब्ध हैं और वहां से इन्हें डाउन लोड किया जा सकता है।

4. अंतिम तिथि समाप्त होने के बाद अथवा निर्धारित दस्तावेजों के बिना अथवा अन्य किसी रूप में अपूर्ण पाये गए अथवा निर्धारित प्रोफार्मा में न होने की सूरत में प्राप्त आवेदनों को मंजूर नहीं किया जायेगा। पद के लिए चयन हो जाने पर अधिकारियों को अपनी उम्मीदवारी वापिस लेने की अनुमति नहीं होगी।

5. आवेदन अग्रेषित करने से पहले सक्षम अधिकारी इसकी पुष्टि अवश्य कर लें कि आवेदक द्वारा प्रस्तुत सूचना उनके सेवा अभिलेख से सत्यापित कर ली गयी है और उसे ठीक पाया गया है तथा आवेदन पर सरकारी मोहर सहित प्रति हस्ताक्षर भी होने चाहिए। यह भी पुष्टि कर ली जाए कि नियुक्ति के लिए चयन होने की स्थिति में संबंधित अधिकारी को कार्यमुक्त कर दिया जायेगा।

6. निबंधनों और शर्तों सहित विज्ञापन का ब्यौरा इस मंत्रालय की वेबसाइट (<http://mowr.gov.in>) पर उपलब्ध है जिसे वहां देखा जा सकता है।

7. कृपया इसका अपने संगठन की विभिन्न इकाईयों में व्यापक प्रचार-प्रसार करें।

भवदीय,

संलग्नक : अनुलग्नक 1 से 5

Digitally signed by K.M.
SHIVARAMAKRISHNAN
Date: Fri Sep 27 15:30:14 IST 2019
Reason: Approved

(के०एच० शिवारामाकृष्णन)

अवर सचिव, भारत सरकार

दूरभाष सं. 23714350

प्रतिलिपि: राष्ट्रीय सूचना विज्ञान केंद्र, जल संसाधन, नदी विकास और गंगा संरक्षण विभाग।
अनुरोध है कि संलग्न विज्ञापन को विभाग की वेबसाइट पर अपलोड करें।



जल संसाधन • जल सेवा

No.A.12025/1/2016-E-III
Government of India
Ministry of Jal Shakti
Department of Water Resources, River Development & Ganga Rejuvenation

Shram Shakti Bhawan, Rafi Marg,
New Delhi, dated 27th September, 2019

To

1. The Secretaries of all Ministries/ Department of Govt. of India as per list attached.
2. Chief Secretaries All State Govts./UT Administration as per list attached.
3. All organisations under M/o WR, RD & GR as per list attached.

Subject:- Filling up of one post of Section Officer in Farakka Barrage Project, a sub-ordinate office under Ministry of Jal Shakti, Department of w Resources, River Development & Ganga Rejuvenation on deputation (including short term contract) basis.

Sir,

I am directed to say that Farakka Barrage Project, sub-ordinate office under Ministry of Jal Shakti, Department of Water Resources, River Development & Ganga Rejuvenation proposes to fill up of the 01 (one) post of Section Officer in the Level-7 (Rs.44900-142400) in the pay matrix on deputation(including short term contract) basis from amongst suitable and eligible officers working under the Central Government or State Government/Union Territories or Semi-Government or Public Sector Undertaking or Statutory bodies or Autonomous Bodies or Recognised Universities or Research Institutions. The eligibility conditions, qualifications and experience required for the post and other details are given in Annexure-1.

2. It is requested that applications (in quadruplicate) of suitable and eligible officers and who can be spared immediately in the event of selection may be sent to **Shri K.H. Sivaramakrishnan, Under Secretary (E-III), 6th Floor (Room No. 625), Ministry of Jal Shakti, Department of Water Resources, River Development & Ganga Rejuvenation, Shram Shakti Bhawan, Rafi Marg, New Delhi-110001** within a period of **60 days** from the date of publication of this advertisement in the *Employment News / Rozgar Samachar*.

3. Applications of only such officers/candidates will be considered as are routed through proper channel and are accompanied with (i) Bio-data (in quadruplicate) in the Proforma as given in Annexure-2 (ii) Photocopies of ACRs/APARs for the last five years duly attested by an officer not below the rank of Under Secretary (iii) Vigilance clearance as given in Annexure-3 (iv) Statement giving details of major or minor penalties imposed on the officer, if any, during the last ten years as given in Annexure-4 and (v) Integrity Certificate as given in Annexure-5 and (vi) Cadre Clearance. The Annexure-2 to 5 are available on this Ministry's website (<http://mowr.gov.in/>) and may be downloaded therefrom.

4. Applications received after the closing date or without prescribed documents or otherwise found incomplete or not in the prescribed Proforma are liable to be rejected. Officers in case of selection for the post will not be allowed to withdraw their candidature subsequently.

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5. Before forwarding the applications, Competent Authority must certify that information furnished by the applicants are verified with their Service record and found correct and should also countersign the application with the office seal. It may also be confirmed that in the event of selection for appointment, the officer concerned will be relieved of her/his duties.

6. The detailed of advertisement including the terms and conditions is available on this Ministry's website (<http://mowr.gov.in/>) and may be seen therefrom.

7. This may please be given wide circulation in the various units of your organization.

Encl.: Annexure 1 to 5

Yours faithfully,

Digitally signed by K.H.
SIVARAMAKRISHNAN
Date: Fri Sep 27 13:29:42 IST 2019
Reason: Approved

(K.H. Sivaramakrishnan)
Under Secretary to the Govt. of India
Tele No. 23714350

Copy to: NIC, D/o WR, RD & GR with request for uploading the enclosed advertisement on the Ministry's website.



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Annexure-1

1. Name of Post : Section Officer, Farakka Barrage Project
2. Number of Posts : 01 (one)
3. Classification : General Central Service Group 'B' Gazetted, Ministerial
4. Pay Band/Grade Pay : Level-7 (Rs.44900-142400) in the pay matrix.
5. Period of deputation : 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 Central Government shall be not exceeding three years.
6. Duties and responsibilities of the post : Section Officer has to perform duties as directed by seniors. Draft laws, put up notes, prepares summaries, manage the relevant records. Reply to letters, communicate with the other departments etc. Section Officer is the head of concerned section to supervise the Administrative, Accounts and confidential matters.
7. Pay & Allowances : The officer selected will have the option to draw his grade pay plus deputation (duty) allowance or to have his pay fixed in the scale of pay of the deputation post in terms of Department of Personnel & Training O.M. No.6/8/2009-Estt.(Pay II), dated 17.06.2010 (as amended from time to time).
8. Qualifications, Experiences and Eligibility required for the post : Officers of the Central Government or State Government/Union Territories or Semi-Government or Public Sector Undertaking or Statutory bodies or Autonomous Bodies or Recognised Universities or Research Institutions :
 (a) (i) holding analogous post on regular basis; or
 (ii) with five years service in the grade rendered after appointment thereto on regular basis in Level-6 (Rs.35400-112400) in the pay matrix or equivalent in the parent cadre/department; and
 (b) Possessing the following educational qualification and experience :—
 (i) Bachelor's Degree in any discipline from a recognised University.
 (ii) 2 years experience in Establishment and Accounts matter.
 Note 1 : The Departmental Officers in the feeder grade who are direct in line of promotion shall not be eligible for consideration for appointment on deputation and Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.
 Any officer once selected shall not be allowed to withdraw or refuse to join; and it shall be the responsibility of the sponsoring authority to release the selected officers within one month of the issue of the appointment order.
9. Age : 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.

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Annexure-2Bio Data Proforma

1. Name and address (in Block Letters) :
Telephone Number :
2. Date of Birth (in Christian era) :
3. Date of retirement under Central Government Rules:
4. Educational Qualifications:
5. Whether educational and other qualifications required for the posts are satisfied (if any qualification has been treated as equivalent to those prescribed in the rules, state the authority for the same)

Qualifications / Experience Required	Qualifications / Experience possessed by the Officer
Essential	
Desirable	

6. Please state clearly whether in the light of entries made by you above, you meet the requirements 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/ organisation	Post held and service / cadre to which it belongs	From	To	Pay in the pay band and classification of post	Nature of duties

8. Nature of present employment, i.e.,
 - (i) Ad-hoc basis
 - (ii) Regular / on temporary basis
 - (iii) Pay in the Pay Band
 - (iv) Grade Pay drawn
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/organisation to which you belong
10. Additional details about present employment. Please state whether working under:
 - (a) Central Government
 - (b) State Government
 - (c) Autonomous organisation

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- (d) Government Undertaking
- (e) Universities

11. Are you in the Revised Pay Structure? If yes, give the Date from which the revision took place and also Indicate the pre-revised scale
12. Total emoluments per month now drawn:
13. 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.
14. Whether belonging to SC/ST
15. Remarks

Signature of the candidate

Date :

It is certified that information furnished by the applicant is verified with his / her service record and found correct.

Countersigned with office seal by the authorized signatory of the parent office

Signature of the Competent Authority

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Annexure-3VIGILANCE CLEARANCE CERTIFICATE

Certified that no vigilance case or disciplinary proceedings or criminal proceedings is either pending or contemplated against Dr./Shri/Smt./Ms....., who has applied for the post of _____ in the _____ on deputation basis.

(Authorised signatory)

Name & Office Seal :

Date _____

Annexure-4NO PENALTY CERTIFICATE

Certified that no minor/major penalty has been imposed during the last ten years on Dr./Shri/Smt./Ms....., who has applied for the post of _____ in the _____ on deputation basis.

(Authorised signatory)

Name & Office Seal :

Date: _____

Annexure-5INTEGRITY CERTIFICATE

After scrutinizing Annual Confidential Report of Dr./Shri/Smt./Ms....., who has applied for the post of _____ in the _____ on deputation basis, it is certified that his/her integrity is beyond doubt.

(To be signed by an officer of the rank of Deputy Secretary or above)

Name & Office Seal :

Date _____