



NCDC

No.NCDC:4-2/2018-Admn.

राष्ट्रीय सहकारी विकास निगम  
(ISO 9001:2015 प्रमाणित संगठन)  
**National Cooperative Development Corporation**  
(An ISO 9001:2015 Certified Organisation)

(A Statutory Corporation Under Ministry of Agriculture &amp; Farmers Welfare, Govt. of India)

हरियाणा सिविल सचिवालय  
Dated: 17.10.2019

23 OCT 2019

137489

प्रमाणित संगठन

To

1. Chief Secretary – All State Govts./UTs.
2. Secretary (Finance) – All State Govts./UTs.
3. Secretary (Animal Husbandry & Dairy) – All State Govts./UTs.
4. Secretary (Fisheries) – All State Govts./UTs.
5. Secretary-in-charge of Cooperation - All State Govts./UTs.
6. Registrar of Cooperative Societies - All State Govts./UTs.
7. All National Level Cooperative Federations.
8. State Level Cooperative Federations.
9. All State Cooperative Banks

Chief Secretary's Office

Dy. No.: 137489

Date: 24-10-19

**Sub: Filling up the posts of Chief Director in Level-13 of pay matrix as per 7th CPC in the National Cooperative Development Corporation (NCDC), New Delhi on deputation basis – regarding.**

Sir,

National Cooperative Development Corporation (NCDC), a Statutory Corporation under the Ministry of Agriculture & Farmer's Welfare, requires the services of suitable officers for appointment against vacant posts of Chief Director in the Corporation on deputation basis on foreign service terms. The details of age, educational qualification, experience and other eligibility criteria of appointment on deputation basis for the post of Chief Director are given at Annexure I. The appointment would be on the usual terms and conditions of deputation as applicable to employees of Central/ State Governments/ Autonomous organizations working on deputation with statutory bodies. The period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department or the Central Government shall ordinarily not to exceed 4 (four) years. The maximum age limit for appointment by transfer on deputation (including short-term contract)/transfer shall be, 56 years, as on the closing date of receipt of applications.

2. Applications of only such officers will be considered which are routed through proper channel and are accompanied by (i) bio-data (in duplicate) as in the proforma given in Annexure-II, (ii) Duly attested photocopies of ACRs for the last five years, (iii) vigilance clearance/integrity Certificate (Annexure-iii), and (iv) statement giving details of major or minor penalties imposed on the officer, if any, during the past ten years.

3. It is requested that this may be circulated to the eligible officers of the State Government/ Cooperative organizations/ PSU/ Autonomous/Statutory Organizations and the applications of suitable and eligible officers who can be spared immediately in the event of selection may be sent to Executive Director (P&A), National Cooperative Development Corporation, 4, Siri Institutional Area, Hauz Khas, New Delhi-110016 so that the same may reach within a period of 45 days from the date of issue of this letter i.e. on or before 02.12.2019.

Contd..2/

Services-II Branch

Diary No. 137489

Date 29/10/19

4, सीरी इंस्टिट्यूशनल एरिया, हौज खास, नई दिल्ली-110016. भारत  
4, Siri Institutional Area, Hauz Khas, New Delhi-110016. India

दूरभाष/Phone : 26567475, 26567026, 26567202, 26567140 फैक्स/Fax : 011-26962370, 26516032


वेबसाइट/Website : www.ncdc.in



4. Application received after the prescribed closing date or not accompanied with the required certificate/ documents are liable to be rejected.
5. The officer selected on 'deputation basis' will have the option either to draw his/her pay plus deputation (duty) allowance or to have his/her pay fixed in the scale of pay of the post in accordance with Department of Personnel and Training O.M. No.2/8/97-Estt (Pay.II) dated 11.03.98 and as amended from time to time. Besides Pay as per the pay matrix, the post carries DA, HRA and Transport Allowance at Central Govt. rates.
6. The vacancy circular may also be visited on the website of National Cooperative Development Corporation (NCDC) (<http://www.ncdc.in>)

Yours faithfully,

Enclosures: Annexure-I,II&III

  
(K.T. Channeshappa) 17/10/11  
Executive Director (P&A)

**Copy for information and necessary action to:-**

- i) All RD's - with the request that the vacancies may please be given wide publicity in all Government Departments/Cooperative Organizations/ PSU/ Autonomous/ Statutory Organization located in their states.
- ii) All Ministries/ Departments of the Government of India. It is requested that the vacancies may please be given wide publicity in their attached and Subordinate Offices/ Cooperative organizations/ PSU/ Autonomous/ Statutory Organization under their administrative control.
- iii) All attached and Subordinate Offices Autonomous/Statutory Organizations/ Cooperative organisations of the Department of Agriculture, Cooperation & Farmers' Welfare.
- iv) Establishment Officer, DOPT, North Block, New Delhi.
- v) Director (Coopn.), Ministry of Agriculture & Farmers' Welfare, Department of Agriculture, Cooperation & Farmers' Welfare, Krishi Bhawan, New Delhi.
- vi) Chief Director (MIS), NCDC, New Delhi for uploading in NCDC website.
- vii) Guard file/ Notice Board.

  
(K.T. Channeshappa)  
Executive Director (P&A)

**Annexure -I**

1.	<b>Name of the Post</b>	:	Chief Director, Group 'A'
2.	<b>Number of Post</b>	:	08
3.	<b>Pay Scale</b>	:	Level-13 of pay matrix as per 7th CPC (in pre-revised Pay Band-4 Rs.37400-67000/- & Grade Pay of Rs.8700/-)
4.	<b>Age Limit</b>	:	The maximum age limit for appointment by transfer on deputation (including short term contract) / transfer shall be, not exceeding 56 years, as on the closing date of receipt of applications.
5.	<b>Eligibility Conditions</b>	:	<p>Persons working in Central/ State Govt./ Cooperative organizations/ PSU/ Autonomous bodies etc. holding analogous posts; or with 5 years' service on posts in Level-12 of pay matrix as per 7th CPC (in pre-revised Pay Band-3 Rs.15600-39100/- &amp; Grade Pay of Rs.7600/-) or equivalent.</p> <p><u>Officers having 10 years experience in Cooperative/Finance/Banking Sector would be given preference for consideration of appointment to the post of Chief Director on deputation basis in NCDC.</u></p>
6.	<b>Place of Posting</b>	:	Head Office, New Delhi, Regional Offices & LINAC, Gurgaon.
7.	<b>Period of Deputation</b>	:	Initial period of deputation will be 3 years extendable upto 7 years.

b.l.   
17/10/19



**CURRICULUM VITAE PROFORMA**

1. Name and Address (in Block letters),
2. Mobile No. & E-Mail
3. Date of Birth (in Christian era),
4. Date of retirement under Central/ State Govt. Rules,
5. Educational Qualifications,
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	Post Held	From	To	Scale of Pay & Basic Pay	Nature of Duties (in detail).

8. Nature of present employment i.e. Ad-hoc or Temporary or Permanent:
9. In case, the present employment is held on deputation basis, please state:
  - a) The date of initial appointment.
  - b) Period of appointment on deputation
  - c) Name of the parent office/organization to which you belong.
10. Additional details about present employment. Please state whether working under (indicate the name of your employer against the relevant column).

a) Central Govt.	e) Govt. Undertaking
b) State Govt.	f) PSU
c) Cooperative Organisation	g) Others
d) Autonomous Organization	

11. Are you in the Revised Scale of Pay? 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.
14. Whether belongs to SC/ ST.

I have carefully gone through the vacancy circular 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

INTEGRITY CERTIFICATE

After scrutinizing Annual Confidential Reports of Shri/Smt. Ms. \_\_\_\_\_, who has applied for the post of Chief Director in National Cooperative Development Corporation on deputation basis, it is certified that his/her integrity is beyond doubt.

[Authorized Signatory]

Name & Office Seal: \_\_\_\_\_

Date: \_\_\_\_\_

VIGILANCE CLEARANCE CERTIFICATE

Certified that no vigilance case or disciplinary proceeding or criminal proceeding is either pending or contemplated against Shri/Smt./ Ms. \_\_\_\_\_, who has applied for the post of Chief Director in National Cooperative Development Corporation on deputation basis.

[Authorized Signatory]

Name & Office Seal: \_\_\_\_\_

Date: \_\_\_\_\_

NO PENALTY CERTIFICATE

Certified that no major/minor penalty has been imposed on Shri/Smt./ Ms. \_\_\_\_\_, who has applied for the post of Chief Director in National Cooperative Development Corporation on deputation basis during the last ten years.

[Authorized Signatory]

Name & Office Seal: \_\_\_\_\_

Date: \_\_\_\_\_

CADRE CLEARANCE CERTIFICATE

This office has no objection to Shri/Smt./Ms. \_\_\_\_\_, applying for the post of Chief Director in National Cooperative Development Corporation on deputation basis. In the event of his/her selection, he/she will be immediately relieved for taking charge of the assignment.

[Authorized Signatory]

Name & Office Seal: \_\_\_\_\_

Date: \_\_\_\_\_



**NATIONAL COOPERATIVE DEVELOPMENT CORPORATION**  
**(A statutory body under an Act of Parliament)**

ADVT.1/2019

Applications are invited for the following posts on deputation basis:-

Post	Eligibility Conditions	No. of Vacancies/ Category
<b>1. Chief Director</b> Level-13 of pay matrix as per 7th CPC	Persons working in Central/ State Govt./ Cooperative organizations/ PSU/ Autonomous bodies etc. holding analogous posts; or with 5 years' service on posts in Level-12 of pay matrix as per 7th CPC (in pre-revised Pay Band-3 Rs.15600-39100/- & Grade Pay of Rs.7600/-) or equivalent. <u>Officers having 10 years experience in Cooperative/Finance/Banking Sector would be given preference for consideration of appointment to the post of Chief Director on deputation basis in NCDC.</u>	8

For the details of age, educational qualification, experience & other eligibility criteria interested officers may visit website [www.ncdc.in](http://www.ncdc.in). Last date for submission of application is 02.12.2019.

राष्ट्रीय सहकारी विकास निगम  
(संसदीय अधिनियम के अंतर्गत स्थापित एक सांविधिक निकाय)

विज्ञापन संख्या : 1/2019

प्रतिनियुक्ति के आधार पर निम्नलिखित पदों के लिए आवेदन आमंत्रित किये जाते हैं :-

पद	पात्रता शर्तें	रिक्तियों / श्रेणी की संख्या
1. मुख्य निदेशक सातवें वेतन आयोग के अनुसार वेतन मैट्रिक्स स्तर 13 में	केन्द्रीय सरकार/राज्य सरकार/सहकारी संगठनों/सार्वजनिक क्षेत्र के उपक्रमों/स्वायत्त निकायों में समान पदों पर कार्यरत अथवा 7वें केन्द्रीय वेतन आयोग के अनुसार वेतन मैट्रिक्स के लेवल - 12 (पूर्व संशोधित वेतन समूह- 3: 15600-39100/-रूपये + ग्रेड वेतन 7600/-रूपये) के पदों पर अथवा समकक्ष पदों पर पांच वर्ष की सेवाओं के साथ कार्य करने वाले व्यक्ति आवेदन करने हेतु पात्र होंगे। सहकारी / वित्त / बैंकिंग क्षेत्र में 10 वर्षों का अनुभव रखने वाले अधिकारियों को एनसीडीसी में प्रतिनियुक्ति के आधार पर मुख्य निदेशक के पद पर नियुक्ति के विचार के लिए वरीयता दी जाएगी।	8

आयु, शैक्षणिक योग्यता, अनुभव और अन्य योग्यता मानदंडों के विवरण के लिए इच्छुक अधिकारी एन.सी.डी.सी. की वेबसाइट [www.ncdc.in](http://www.ncdc.in) देखें। आवेदन जमा करने की अंतिम तिथि 02.12.2019 है।