



HEADQUARTERS OFFICE
EMPLOYEES STATE INSURANCE CORPORATION
PANCHDEEP BHAWAN, CIG MARG, NEW DELHI- 110002
www.esic.nic.in

(A Statutory Body establishment under ESIC Act, 1948)

No. A-37/14/2/2018-E.I

To,

SP
9/1/19
✓ The Chief Secretary,
Govt. of Haryana,
Civil Secretariat,
Chandigarh - 160009.



Dated: 11-11-2019



SUB: Recruitment of Superintending Engineer(Civil) on deputation(ISTC) basis in ESIC Corporation.

Sir,

B.O.
17/12/19
The undersigned is directed to say that Four (04) posts of Superintending Engineer (Civil) in Pay Band-4, Rs.37400- 67000 + Grade Pay Rs. 8700/- (Level 13, Rs.123100- 215900) on Deputation(Including Short Term Contract) basis is proposed to be filled in the ESI Corporation.

SP
The above said post is to be filled according to the method of recruitment mentioned in recruitment rules of the Superintending Engineer (Civil) cadre. The eligibility criteria, educational qualification and experience, maximum period of deputation (ISTC) etc., for the post of Superintending Engineer (Civil) is indicated in Appendix-I.

17-12-19
It is requested that the bio-data of eligible candidates who are suitable and willing to take up appointment immediately and can be spared by your Department, may be sent through proper channel in the prescribed proforma in Appendix-II to Additional Commissioner (P&A), Headquarters Office, ESI Corporation, CGI Marg, New Delhi-110002 together with their upto date service records, copies of Annual Performance Appraisal Reports for last five years after attestation of each page, Integrity Certificate, Vigilance Clearance, Cadre Clearance and details of major / minor penalties during last ten years, etc. within 60 days of its publication in the Employment News.

JSA
It is also requested to circulate this Vacancy Circular to all the Universities or Research Institutions under your kind control for information and necessary action.

17/12
The place of posting for the post of Superintending Engineer (Civil) in Pay Band-4, Rs.37400- 67000 + Grade Pay Rs. 8700/- (Level 13, Rs.123100- 215900) is ESI Corporation, Hqrs. New Delhi / anywhere in India.

Yours faithfully,

SSA
17/12/19
6515

(K G SURESH)
JOINT DIRECTOR

APPENDIX-I

S. No	Post Name	Eligibility Conditions And Educational Qualifications And Experience
1.	Superintending Engineer (Civil) Pay Band-4, Rs.37400- 67000 + Grade Pay Rs. 8700/- (Level 13, Rs.123100-215900)	<p>a) Eligibility Conditions:</p> <p>Officers under the Central Government or State Government or Union territories or Recognized Research Institutions or Public Sector Undertakings or Semi-Government or Autonomous Bodies or Statutory Organizations :</p> <p>(i) holding analogous posts on regular basis in the parent cadre or department ; or</p> <p>(ii) with five years' service in the grade rendered after appointment thereto on a regular basis in Pay Band-3 in the scale of pay of Rs.15600-39100 + Grade Pay of Rs.7600 (Level 12, Rs.78800-209200) or equivalent in parent cadre or department; or</p> <p>(iii) with ten years' service in the grade rendered after appointment thereto on a regular basis in Pay Band-3 in the scale of pay of Rs.15600-39100 + Grade Pay of Rs.6600 (Level 11, Rs.67700-208700) or equivalent in parent cadre or department; and</p> <p>b) Educational Qualifications and Experience:</p> <p>(i). Bachelor of Engineering or B. Tech. in Civil Engineering from a recognized university or institute or equivalent, and</p> <p>(ii). Twelve years' experience in planning, construction and execution of Civil Engineering projects.</p> <p>Note 1: The departmental officers in the feeder category who are in direct line of promotion shall not be eligible for consideration for appointment on deputation (including short term contract). Similarly, deputationist shall not be eligible for consideration for appointment by promotion.</p> <p>"Period of deputation (including short term contract) including period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Govt. shall ordinarily <u>not to exceed five years</u>".</p> <p>Note 2: For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1st day of January, 2006 (the date from which the revised pay structure based on the 6th Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the pay commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any up-gradation.</p>

NOTE for all candidates: The maximum age limit for appointment by deputation (including short term contract) shall not be exceeding 56 years as on the closing date of the receipt of applications.)

The terms and conditions of the appointment of officers selected on deputation basis will be regulated in accordance with the orders contained in Govt. of India, Ministry of Finance O.M. No. F.1(11)-E-III(B)/75 dated 07.11.75 read with Govt. of India, Ministry of Home Affairs, Department of Personnel & Administrative Reforms O.M. No.2 /29/91-Estt.(Pay-II) dated 05.01.94 as amended by O.M. dated 20.06.2006. Applications are invited from eligible and willing candidates who can get relieved by their controlling officer in the event of their selection through proper channel in the prescribed proforma in Appendix- II. The application(s) may please be sent to Additional Commissioner (P&A), Hqrs. Office, ESI Corporation, C.I.G Marg, New Delhi-110002 together with their upto date service records, copies of Annual Performance Appraisal Report for last five years after attestation of each page and Integrity Certificate, Vigilance clearance certificate, details of major/minor penalties for last 10 years, cadre clearance within 60 days from its publication in the Employment News.

The Superintending Engineer (Civil) appointed on deputation (ISTC) basis in ESIC Corporation will be posted in ESIC, Hqrs.Office, New Delhi/anywhere in India.

The application form can also be downloaded from the website www.esic.nic.in .

Place: New Delhi

Date:


(K G SURESH)
JOINT DIRECTOR

**BIO-DATA/CURRICULAM VITAE PROFORMA
FOR THE POST OF SUPERINTENDING ENGINEER (CIVIL)**

1.	Name and Address (in Block Letters)	
2.	Date of Birth (in Christian era)	
3(i)	Date of Entry into Service	
3(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)	
Eligibility Conditions, Educational Qualifications and Experience required as mentioned in the advertisement/ vacancy circular		Eligibility Conditions, Educational Qualifications and Experience possessed by the officer.
a) Eligibility Conditions:		a) Eligibility Conditions:
<p>Officers under the Central Government or State Government or Union territories or Recognized Research Institutions or Public Sector Undertakings or Semi-Government or Autonomous Bodies or Statutory Organizations</p> <p>(i) holding analogous posts on regular basis in the parent cadre or department ; or</p> <p>(ii) with five years' service in the grade rendered after appointment thereto on a regular basis in Pay Band-3 in the scale of pay of Rs.15600- 39100 + Grade Pay of Rs.7600 (Level 12, Rs.78800-209200) or equivalent in parent cadre or department; or</p> <p>with ten years' service in the grade rendered after appointment thereto on a regular basis in Pay Band-3 in the scale of pay of Rs.15600-39100 + Grade Pay of Rs.6600 (Level 11, Rs.67700-208700) or equivalent in parent cadre or department; and</p>		
b) Educational Qualifications:		b) Educational Qualifications
Bachelor of Engineering or B. Tech. in Civil Engineering from a recognized university or institute or equivalent, and		
c) Experience:		c) Experience:
Twelve years' experience in planning, construction and execution of Civil Engineering projects.		
5.1 Note 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	

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 <u>on regular basis</u>	Nature of Duties (in detail) <u>highlighting experience required for the post applied for</u>

***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/ Institution	Pay, Pay Band, and Grade Pay drawn ACP/ MACP Scheme	From	To

8. Nature of present employment i.e. Ad-hoc on 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 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 organization

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 9(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/ organization

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. 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 :		
Basic Pay in PB/ Level as per 7 th CPC	Grade Pay	Total Emoluments

15. In case the applicant belongs to an Organization 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)	
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	
19.	Contact Details (All details Mandatory)	
	a) Postal Address of the Candidate:	a)
	b) Phone No. of Candidate (official):	b)
	c) Phone No. of Candidate (Personal):	c)
	d) Email Id of the Candidate:	d)
	e) Phone No. Administration Department (Cadre Controlling):	e)
	f) Email ID of the Administration Department (Cadre Controlling):	f)

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.

Date _____

(Signature of the candidate)
Address _____

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/Employment News. If selected, he/she will be relieved immediately.

2. Also certified that;

i) There is no vigilance or disciplinary case pending/ contemplated against Shr/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 (from _____ to _____) 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)