



No. A.12026/2/2021-E-III/I/45456/2021

भारत सरकार  
Government of India  
जल शक्ति मंत्रालय  
Ministry of Jal Shakti

जल संसाधन नदी विकास और गंगा संरक्षण विभाग

Department of Water Resources, River Development and Ganga Rejuvenation



Shram Shakti Bhawan, Rafi Marg,  
New Delhi, Dated 5<sup>th</sup> April, 2021

To:

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

Subject: Advertisement of vacancy circular for filling up the one post of General Manager in Brahmaputra Board, Guwahati on deputation (including short term contract) basis.

Sir,

I am directed to say that applications are invited for filling up of the one (01) post of General Manager in the Level-14 in the pay matrix (Rs.1,44,200 – 2,18,200/-) by deputation (including short-term contract) in the Brahmaputra Board, Guwahati a statutory body setup under an Act of Parliament (46 of 1980) under the administrative control of the Department of Water Resources, River Development & Ganga Rejuvenation, Ministry of Jal Shakti.

2. BRIEF JOB RESPONSIBILITIES:

The General Manager, as Chief Executive Authority of the Board, shall be responsible for the proper administration of the affairs of the Board. He shall prescribe and assign the duties of all officers and staff of the Board who are sub-ordinate to him and shall exercise such supervision and disciplinary control as may be necessary and shall co-ordinate the activities of various units under the Board. The General Manager shall also exercise and discharge such of the powers and duties of the Chairman, as may be delegated to him by the Chairman and as may be determined by the regulations. The General Manager shall also exercise the powers and duties as prescribed under rule 16 of the Brahmaputra Board Rules, 1981 in matters pertaining to budget and allocation or re-appropriation of grants.

3. ELIGIBILITY CRITERIA:

Deputation (including-short term contract): Officers of the Central Government or State Government or Union territory Administrations or state electricity boards or public sector undertakings or statutory organisations or autonomous bodies or universities or recognised research institutions:

- (A)(i) holding analogous post on regular basis in the parent cadre or department; or  
(ii) holding the post of Additional Chief Engineer or Chief Engineer in level-13A (Rs.1,31,100 - 2,16,600/-) in pay matrix with two years' regular service in the grade; or  
(iii) holding the post of Deputy Chief Engineer in level-13 (Rs.1,23,100 – 2,15,900/-) in pay matrix with three years' regular service in the grade; or  
(iv) holding the post of Superintending Engineer in level-12 (Rs.78,800 – 2,09,200/-) in pay matrix with eight years' regular service in the grade; and

(B) possessing the following educational qualifications and experience, namely:-  
(i) Degree in Civil Engineering from a recognised University; and

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(ii) fifteen years experience in the Civil Engineering works with specialisation in the field of Water Resources Projects or Management and General Administration.

4. PERIOD OF DEPUTATION:

The 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 organisation or Department of the Central Government shall ordinarily not exceed five years.

5. AGE: The maximum age for appointment by deputation (including short-term contract) shall be not exceeding fifty-six years on the closing date of receipt of applications.

6. The cut-off date for determining the qualifying service/experience and age of the candidate for the post will be the last date of receipt of application.

7. 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.

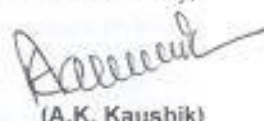
8. The officer selected will have the option to draw his grade pay plus deputation (duty) allowance or to have his pay fixed in the scale of pay of the deputation post in terms of Department of Personnel & Training O.M. No.6/8/2009-Estt.(Pay II), dated 17.06.2010 (as amended from time to time).

9. Applications with full particulars of the applicant in Annexure-I to V should reach to Shri A.K. Kaushik, Under Secretary, Department of Water Resources, RD & GR, 6<sup>th</sup> Floor, Room No.625, Shram Shakti Bhawan, Rafi Marg, New Delhi - 110001 within 60 days from the date of publication of this advertisement in the Employment News. All applications will be treated in strict confidence. Those from Government and Public Sector should apply "Through Proper Channel." Applications without full details as asked for are liable to be rejected.

10. 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.

11. The details of advertisement and the application forms can also be downloaded from the Ministry's website - <http://mowr.gov.in>.

Yours faithfully,



(A.K. Kaushik)

Under Secretary to the Government of India  
Tele:23714350



## Annexure-1

1	Name of Post	General Manager, Brahmaputra Board, a statutory body
2	Number of Posts	01 (one)
3	Classification	Group 'A', Non-Ministerial
4	Pay Band	Level-14 in the pay matrix (Rs.1,44,200 – 2,18,200/-)
5	Grade Pay	Level-14 in the pay matrix (Rs.1,44,200 – 2,18,200/-)
6	Period of deputation	The 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 organisation or Department of the Central Government shall ordinarily not exceed five years.
7	Duties and responsibilities of the post	The General Manager, as Chief Executive Authority of the Board, shall be responsible for the proper administration of the affairs of the Board. He shall prescribe and assign the duties of all officers and staff of the Board who are sub-ordinate to him and shall exercise such supervision and disciplinary control as may be necessary and shall co-ordinate the activities of various units under the Board. The General Manager shall also exercise and discharge such of the powers and duties of the Chairman, as may be delegated to him by the Chairman and as may be determined by the regulations. The General Manager shall also exercise the powers and duties as prescribed under rule 16 of the Brahmaputra Board Rules, 1981 in matters pertaining to budget and allocation or re-appropriation of grants.
8	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).
9	Qualifications, Experiences and Eligibility required for the post	Deputation (including-short term contract): Officers of the Central Government or State Government or Union territory Administrations or state electricity boards or public sector undertakings or statutory organisations or autonomous bodies or universities or recognised research institutions: (A)(i) holding analogous post on regular basis in the parent cadre or department; or (ii) holding the post of Additional Chief Engineer or Chief Engineer in level-13A (Rs.1,31,100 - 2,16,600/-) in pay matrix with two years' regular service in the grade; or (iii) holding the post of Deputy Chief Engineer in level-13 (Rs.1,23,100 - 2,15,900/-) in pay matrix with three years' regular service in the grade; or (iv) holding the post of Superintending Engineer in level-12 (Rs.78,800 - 2,09,200/-) in pay matrix with eight years' regular service in the grade; and (B) possessing the following educational qualifications and experience, namely:- (i) Degree in Civil Engineering from a recognised University; and (ii) fifteen years experience in the Civil Engineering works with specialisation in the field of Water Resources Projects or Management and General Administration.

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		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.
10	Age	The maximum age for appointment by deputation (including short-term contract) shall be not exceeding fifty-six years on the closing date of receipt of applications.

**Annexure-2**

**Bio 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
  - 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



Annexure-3

**VIGILANCE 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-4

**NO 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-5

**INTEGRITY 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: