

No. 49/69/2010-6SII
GOVERNMENT OF HARYANA
CHIEF SECRETARY'S OFFICE
PERSONNEL DEPARTMENT

Dated, Chandigarh, the 16th June, 2010.

To

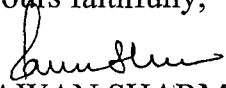
As per list enclosed.

Subject: Recruitment to the post of Joint Director in the Central Adoption Resource Authority (CARA), an autonomous body of the Ministry of Women and Child Development, Government of India.

Sir,

I am directed to enclose a copy of letter No. A-12024/2/2007/Rectt (JD)/Admn.-CARA, dated 13th May, 2010, received from Government of India, Ministry of Women and Child Development (Child Welfare-II Section), New Delhi on the subject noted above and to request that in case you are willing to be considered for the post mentioned in the above subject you may kindly send three copies of your bio-data to the Personnel Department (Services Branch-II) latest by 21st June, 2010.

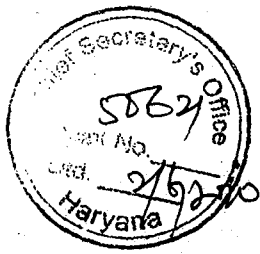
Yours faithfully,


(PAWAN SHARMA)
Superintendent Services-II.


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LIST

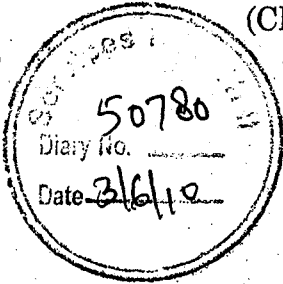
Sr.No	Name of the Officer S/Shri	Batch	Present Posting
1.	Sameer Pal Srow, IAS	2002	Deputy Commissioner, Ambala, Estate Officer for Management of Govt. Land in Excised Area, Ambala Cantt. and Commissioner, Municipal Corpn., Ambala
2.	R.C.Verma, IAS	2003	Deputy Commissioner, Bhiwani.
3.	Vikas Yadav, IAS	2003	Additional Director, Urban Estates, Haryana and Deputy Secretary, Urban Estates Department.



A-12024/2/2007/Rectt(JD)/Admn-CARA

Government of India

Ministry of Women and Child Development
(Child Welfare-II Section)



Room No. - 253, 2nd Floor, A Wing
Shastri Bhawan, New Delhi - 110001

Dated the 13th May, 2010

VACANCY CIRCULAR

Sub : Recruitment to the post of Joint Director in the Central Adoption Resource Authority (CARA), an autonomous body of the Ministry of Women and Child Development, Government of India.

It has been decided to fill the post of Joint Director, Central Adoption Resource Authority (CARA), an autonomous body of this Ministry. The post is in the Pay Band of Rs.15,600-39,100 with Grade Pay of Rs.7,600. Details of the post, eligibility requirements etc., are given in Annexure-I.

2. The appointment will be on deputation and the pay of the officer will be regulated in accordance with the Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training's Office Memorandum No. - 2/29/91-Estt.[Pay-II] dated 05/01/1994 as amended from time to time.

3. It is requested that applications of the eligible and willing officers, whose services could be spared immediately on selection, may be forwarded with complete bio-data through proper channel to "The Director (Child Welfare), Ministry of Women and Child Development, Government of India, Room No. - 640, Wing - A, 6th Floor, Shastri Bhawan, New Delhi - 110001", within 45 days of the date of the issue of this circular along with the following documents :

- Attested Copies up-to-date CR Dossiers for the last five years (from 2005-2006 to 2009-2010) (*attested on each page by an officer not below the rank of Under Secretary*);
- Vigilance Clearance Certificate;
- A Statement of penalties imposed, if any, on the applicant during the last ten years;
- Integrity Certificate.

Cont...

4. Applications received after the last date for receipt of application and/or found incomplete in any manner may not be considered. Advance copies of applications will not be entertained for consideration/selection. Applications complete in all respect duly forwarded through proper channel will be entertained. Applications not forwarded through proper channel shall also not be entertained.
5. The candidate applying for the post will not be allowed to withdraw their candidature subsequently.
6. Only short-listed candidates will be intimated and called for interview. The Government of India reserves the right to reject any or all applications without assigning any reason.
7. Officers/Applicants who apply for appointment to the post shall not be allowed to withdraw their candidature later.


(R. Chatterjee)

Under Secretary to the Govt. of India

To,

1. The Secretary, Ministries/Departments of Govt. of India/the Secretary, Planning Commission, Yojana Bhavan, New Delhi. It is requested that the vacancy may be given wide publicity and circulated to all concerned offices/organizations under the Ministry/Organization.
2. All National Institutes/Commissions/Autonomous Bodies and other Offices/Organizations under the M/o. WCD.
3. All State Governments.

ANNEXURE-I

Details of the post of Joint Director in the Central Adoption Resource Authority (CARA), an Autonomous Body of the Ministry of Women & Child Development, Government of India :

1.	Name of the Post	Joint Director
2.	Number of Post	01 (One)
3.	Pay Band	Rs.15,600-39,100
4.	Grade Pay	Rs.7,600/-
5.	Mode of Recruitment	On deputation
6.	Maximum Age	56 years
7.	Eligibility & Educational Qualification	<p>Officers under the Central/State Governments/Public Sector Undertakings/Statutory/Autonomous Bodies :</p> <ol style="list-style-type: none">1. holding analogous post on regular basis or2. with 03 years regular service in the pay scale of Rs.10,000-325-15,200 (pre-revised) or equivalent and having experience in Social sector with a clear understanding of NGO scenario & ability to interact and deal with different Organizations.3. Possessing the following educational qualifications and experience : <p>(a) <u>Essential</u> :</p> <ol style="list-style-type: none">(i) Post Graduate Degree from a recognised University in any of the Social Sciences or equivalent.(ii) 10 years experience in Social sector in a supervisory capacity with a clear understanding of NGO scenario and ability to interact and deal with different Organisations. <p>(b) <u>Desirable</u> :</p> <ol style="list-style-type: none">(i) Experience in Child Welfare, Training and Research Activities(ii) Knowledge of Computer and Administration.
8.	Period of Deputation	02 years (which may be extended or curtailed at the discretion of the Competent Authority).