



भारत सरकार

Government of India

वाणिज्य एवं उद्योग मंत्रालय, वाणिज्य विभाग

Ministry of Commerce & Industry, Deptt. of Commerce

नौएडा-दादरी रोड, फेज-II, नौएडा-201305 (उ० प्र०)

Noida-Dadri Road, Phase-II, Noida-201305 (U. P.)

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F. No. A-12024/03/99-Admn./ 13326
Dated: 04/12/2018 5/12/18

OFFICE MEMORANDUM

Applications are invited from willing and eligible candidates for filling up the following posts, on deputation basis in Office of the Development Commissioner, Noida Special Economic Zone. Noida The Description of the post(s) and eligibility conditions are as follows:-


| Sl. No. | Name and pay scale of the post | No. of posts & Station | Eligibility Conditions |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Assistant Development Commissioner, General Central Service (Group-B Gazetted) (Rs. 9300-34800/-) Grade Pay Rs. 4600/- equivalent to Level 7 of the Pay Matrix under 7th CPC | 02 Noida SEZ | Officers under the Central / State Governments:- (a) (i) holding analogous posts on regular basis in the parent cadre or Department; or (ii) with three years' service in the grade rendered after appointment thereto on a regular basis in the scale of Rs. 5500-9000/- (pre-revised) or equivalent in the parent cadre or department; or (iii) with eight years regular service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs. 5000-8000/- (pre-revised) or equivalent in the parent cadre or department; and (b) Possessing two years' experience in the field of Industrial development or foreign trade. |

2. The complete application with bio-data of the eligible and willing officer(s), in the Annexure- I, who could be relieved in the event of selection, may please be forwarded by parent department through proper channel to the Development Commissioner, Noida SEZ, Dadri Road, Phase-II, Noida, UP- 201305 on or before **45 (Forty Five) days** from the date of publication of the vacancy circular in the Employment News, along with the following documents:-

- A copy of complete and up-to-date confidential reports and ACR Gradations for the last five years;
- Vigilance clearance and Integrity Certificate;
- Details of minor or major penalties imposed, if any, during the last 10 years. If no penalties have been imposed, it should be so stated.

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3. The bio-data duly supported by documents will be assessed by the Selection Committee while selecting candidates for appointment to the concerned post on deputation basis. Application received after the last date or without the confidential reports and other necessary documents or otherwise found incomplete will not be considered.
4. The appointment will be on transfer on deputation basis for three years. The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization/ Department of the Central Government shall ordinarily not exceed three years. The maximum age for appointment by deputation shall not be exceeding 56 years as on closing date of receipt of application.
5. The deputation rules, regulations and provisions as issued from time to time by DoPT shall be applicable. However, a Govt. Officer in a higher grade pay / scale shall be ineligible for appointment on deputation to a post in the lower grade pay / scale in terms of DOPT O.M. No. 6/8/2009-Estt (Pay II) dt. 17.6.2010.
6. No officers in SEZs within this zone i.e. NSEZ shall be eligible for appointment to the said post on deputation basis in NSEZ in terms of Department of Commerce letter No.A-16/1/2017-SEZ dated 05.10.2017.
7. Number of post(s) and station of posting may differ depending upon actual requirement at the time of selection and DC, NSEZ reserves the right to modify and/or withdraw the vacancy circular at any time without assigning any reasons.
8. Hindi Version of the vacancy circular follows at website : www.nsez.gov.in


(Nitin Gupta)

Deputy Development Commissioner

- Copy to: 1. NSEZ Website.
2. Notice Board.
3. Department of Commerce, New Delhi.


5/12/18

Annexure-I

Bio-Data

1. Name of the post applied for and station of SEZ:
2. Name, Designation and Office Address:
(in BLOCK LETTERS)
3. Date of Birth:
4. Educational Qualifications:
5. Present post held and scale of pay and date from which held:
6. Present pay drawn (basic Pay):
7. Post held on regular basis with scale of pay and :
date of appointment thereto on regular basis
8. Permanent post held with scale of pay :
and date of confirmation
9. Brief service particulars

| Sl. No. | Name of the Office/ Organization | Post held | From | To | Scale of pay and basic pay | Nature of duties |
|---------|----------------------------------|-----------|------|-----|----------------------------|------------------|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) |
| | | | | | | |

10. Experience :
11. Date of return from last deputation, if any
12. Whether belongs to SC/ST:
13. Mobile No.
14. Email ID:

Signature of the Candidate

Place:

Date: