

**No. 10/217/2008-SEZ/
Government of India, Ministry of Commerce & Industry
NOIDA SPECIAL ECONOMIC ZONE
Noida-Dadri Road, Phase-II, Noida 201305
website : www.nsez.gov.in
Vacancy Circular**

Sub: Filling up one post of Assistant Development Commissioner, General Central Service (Group-B Gazetted) in the Pay Band of Rs.9300-34800/- (PB-2) with Grade Pay of Rs.4600/- in Special Economic Zone (SEZ) at Moradabad (Uttar Pradesh) on deputation basis under the jurisdiction of Development Commissioner, NSEZ.

Applications are invited, through proper channel, for filling up of One post of Assistant Development Commissioner, General Central Service (Group-B Gazetted) in the Pay Band of Rs.9300-34800/- (PB-2) with Grade Pay Rs.4600/- in Special Economic Zone at Moradabad (Uttar Pradesh) on deputation basis under the jurisdiction of Development Commissioner, NSEZ, Noida. The eligibility conditions are as follows:-
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
 - 4. Possessing two years' experience in the field of Industrial development or foreign trade.
2. The application with curriculum vitae (CV) of the eligible and willing officer(s), in the Annexure- I, who could be relieved in the event of selection, may please be forwarded to the Development Commissioner at the above mentioned address 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) A copy of complete and up-to-date confidential reports and ACR Gradations for the last five years;
 - b) Vigilance clearance and Integrity Certificate;
 - c) 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.
3. The CV 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 initially 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. Hindi Version of the vacancy circular follows at website : www.nsez.gov.in

(Maia Rangarajan)
Dy. Development Commissioner

Annexure-I

CURRICULUM VITAE (CV)

- 1. Name of the post applied for and place of SEZ
- 2. Name, Designation and Office Address (in BLOCK LETTERS)
- 3. Date of Birth (In Christian era)
- 4. Date of retirement under Central/State Government Rules
- 5. Educational Qualifications
- 6. Details of Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient:

S. No.	Name of the Office/Organization	Post held	From	To	Scale of pay and basic pay / Pay Band, Pay in Pay Band & Grade Pay	Nature of duties
1.	2.	3.	4.	5.	6.	7.

- 7. Nature of present employment i.e. Ad-hoc or Temporary or Quasi permanent or Permanent
- 8. 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:
- 9. Additional details about present employment-
Please state whether working under (indicate the name of your employer against the relevant column)
 - a) Central Govt. b) State Govt. c) Autonomous Organization d) Government Undertaking e) Universities f) Others
- 10. Please state whether you are working in the same department and are in the feeder grade or feeder to the feeder grade
- 11. 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
- 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.
(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)
- 14. Whether belongs to SC/ST
I have carefully gone through the vacancy circular/advertisement 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.

Signature of the Candidate
Address _____

Countersigned, _____

(Employer with Seal)

Place:
Date: