

MOST IMMEDIATE

No.19-4/2014-A.E.I
Government of India
Ministry of Human Resource Development
(Department of School Education and Literacy)

...

Shastri Bhavan,
New Delhi-110011, dated the 27th February, 2015.

To

The Chief Secretaries
State Governments)/Union Territories

SUBJECT

Filling up the post of Director [Group 'A'] in Pay Band-4 of Rs.37400-67000 with grade pay of Rs.8700 in the Directorate of Adult Education(a subordinate office) under this Ministry), on **deputation (including short term contract) basis.**

Sir,

I am directed to say that it has been decided to fill up the post of Director in Pay Band-4, Rs.37,400-67000 with grade of Rs.8700 in the Directorate of Adult Education, a Subordinate Office under the Department of School Education & Literacy on **deputation [including short term contract]** from the:-

Officers under the Central Government or State Governments or Union territories or Universities or recognized Research Institutions or Autonomous or Statutory organizations or public sector undertakings:-

(a)(i) holding analogous post on regular basis in the parent cadre or department; or

(ii) with five years' service in the grade rendered after appointment thereto on a regular basis in the pay band-3, Rs.15600-39100/- with grade pay of Rs.7600 or equivalent in the parent cadre or department; or

(iii) with ten years' service in the grade rendered after appointment thereto on a regular basis in the pay band-3, Rs.15600-39100/- with grade pay of Rs.6600 or equivalent in the parent cadre or department; and

(b)possessing the following educational qualifications and experience as under:

Essential:

(i)Master's degree in Education or Adult Education of a recognised University or Bachlers Degree in Education or Adult Education Plus Msters in Business Administration or Post graduate Diploma in Management;

(ii)Ten years' experience of in educational administration or teaching and research in the field of Adult or Social Education or Rural Development

Desirable:

(i)Doctorate degree in Education or Adult Education.

(ii)In case of the candidate possessing a Doctorate degree the experience may be factored under essential qualifications at seven years.

Note 1: 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

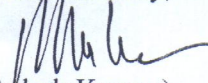
department of the Central Government shall ordinarily not to exceed five years.

Note 2: The maximum age limit for appointment by deputation (including short term contract) shall not be exceeding fifty six years as on the closing date of the receipt of applications.

Note 3: For purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to the 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations 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 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 extended only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation .

2. It is requested that the applications in the enclosed proforma[**Appendix-I**] from officers who are willing and fulfilling the above qualification and experience and whose services can be spared immediately on his/her selection to the post, kindly be forwarded to the **Under Secretary(A.E.D), Department of School Education & Literacy, Ministry of Human Resource Development, Shastri Bhavan, New Delhi Delhi-110001, within 45(forty five days) from the date of issue of this letter, along with latest Five years APAR/Confidential Reports duly attested each page by the gazetted officer, Vigilance Clearance, No Penalty statement during last Ten Years, Integrity Certificate, and Cadre Clearance. Incomplete application without above mentioned documents will not be entertained. Action on advance application/application received after closing date will not be taken.**

Yours faithfully,



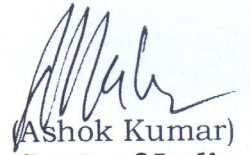
(Ashok Kumar)

Under Secretary to the Govt. of India

Copy to

1. All Ministries/Departments of the Government of India.
2. All Public Sector Undertakings[through Department of Public Enterprises]
3. All Autonomous bodies
4. Secretary, University Grants Commission, Bhadurshah Zafer Marg, New Delhi-110002 with the request to forward to all the Heads of the Universities.
5. Deputy Secretary, Department of Science & Technology, Technology Bhavan, New Mehrauli Road, New Delhi-110016, with the request to circulate to all the scientific Institutions under their administrative control.
6. Deputy Secretary (Administration), CSIR, Anusandhan Bhavan, Rafi Marg, New Delhi [with 10 spare copies]
7. Director, National Physical Laboratory, Dr. K.S.Krishnan Road, New Delhi-110012
8. Copy to Director, Directorate of Adult Education,10, Jamnagar House, Shahjahanb Road,New Delhi-110011
9. NIC, Department of School Education & Literacy, Ministry of Human Resource Development Shastri Bhavan, New Delhi for posting on the website.
- 10.The Assistant Media Executive, Directorate of Advertising & Visual Publicity,Soochna Bhavan, CGO Complex, Lodhi Road, New Delhi-110003 with the request to advertise the

enclosed advertisement in the Employment News as early as possible and raise the bill in favour of the Director, Directorate of Adult Education, Department of School Education Education & Literacy, 10, Jamnagar House, New Delhi-110011.



(Ashok Kumar)

Under Secretary to the Govt. of India

PROFORMA

Application duly filled in should be forwarded through the employer who will certify that the information furnished is correct and also furnish all the information/documents while forwarding to the Under Secretary[A.E.I], Department of School Education & Literacy, Ministry of Human Resource Development, Shastri Bhavan, New Delhi-110001

1. Name and Addressed in Block Letters -----
(With telephone number if any)
2. Date of Birth (in Christian era) -----
[DD-MM-YYYY]
3. Educational qualifications -----
4. Whether working under Central/State -----
Governments/UT/University/Reconigsed
Research Institutes/Autonomous or Statutory Organisation/
Public Sector Undertaking.
5. Date of retirement under Central/State -----
Governments/ UT/University/Reconigsed
Research Institutes/Autonomous or Statutory Organisation/
Public Sector Undertaking.
6. Posts held in chronology order along with -----
Pay scale
6. Details of experience in the field of Education administration-----
Or Teaching and Research in the field of Social Education or Rural Development.
8. Whether belongs to SC/ST -----
10. Whether at present on deputation if so -----
From which date

Date:

Signature of the applicant

Place;