

(No. 1-1/2015-DAE(Estt.))  
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Government of India  
Ministry of Human Resource Development  
(Department of School Education and Literacy)  
Directorate of Adult Education

10, Jamnagar House, Shahjahan Road,  
New Delhi-110011, dated the 29<sup>th</sup> January, 2015.

To

The Chief Secretaries  
State Governments)/Union Territories

SUBJECT

Filling up the two posts of Superintendent [Group 'B' Non-Gazetted] in Pay Band-2 of Rs.9300-34800 with grade pay of Rs.4200 in the Directorate of Adult Education(a subordinate office under the Ministry of Human Resource), **on deputation basis.**

Sir,

I am directed to say that it has been decided to fill up the post of Superintendent in Pay Band-2, Rs.9300-34800 with grade of Rs.4200 in the Directorate of Adult Education, a subordinate Office under the Department of School Education & Literacy on **deputation basis** from the:-

Officers under the Central or State Governments or Union Territories

- (a)(i) holding analogous post on regular basis in the parent cadre or department; or  
(ii) with six years' service in the grade rendered after appointment thereto on a regular basis in Pay Band-1, Rs.5200-20200/- with Grade Pay of Rs.2800 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 Pay Band-1, Rs.5200-20200/- with Grade Pay of Rs.2400 or equivalent in the parent cadre or department; or

(b) having two year's of experience in Establishment matters..

The Departmental Officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

(Period of deputation (including short term contract) including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or Department of the Central Government shall ordinarily not to exceed three years. **The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of the receipt of applications).**

For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to the 1<sup>st</sup> January, 2006 or the date from which the revised pay structure based on the recommendations of the Sixth Central Pay Commission 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 said Pay 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 **Directorate of Adult Education, Ministry of Human Resource Development, 10, Jamnagar House, Shahjahan Road, New Delhi-110011, within 60(sixty) 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,

Amrajit Singh  
(AMARJIT SINGH VOHRA)  
ASSISTANT DIRECTOR

Copy to

1. All Ministries/Departments of the Government of India.
2. Director, Directorate of Adult Education, 10, Jamnagar House, Shahjahanb Road, New Delhi-110011
- ✓ 3. NIC, Department of School Education & Literacy, Ministry of . Human Resource Development Shastri Bhavan, New Delhi for posting on the website.
4. 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.

*Amrajit Singh*  
(AMARJIT SINGH VOHRA)  
ASSISTANT DIRECTOR

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 Directorate of Adult Education, Department of School Education & Literacy, Ministry of Human Resource Development, 10, Jamnagar House, Shahjahan Road New Delhi-110011

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/
5. Date of retirement under Central/State -----  
Governments
6. Posts held in chronology order along with -----  
Pay scale
7. Details of experience in Establishment matters -----
8. Whether belongs to SC/ST -----
9. Whether at present on deputation if so -----  
from which date

Date:

Signature of the applicant

Place;