To

All Central Government Departments / State Governments/ UT Administrations/ Universities / Recognised Research Institutions/ Public Undertakings

SUB:- Recruitment to the post of Deputy Adviser (Minerals) in PB:3 of Rs.15600-39100 +7600 (Grade Pay) [pre revised scale of pay of Rs.12000-375-16500] in the Planning Commission on Promotion/ Transfer on Deputation (including short-term contract) basis.

Sir,

Planning Commission requires the services of suitable Officer for appointment to the post of Deputy Adviser (Minerals) to be filled up by composite method i.e. “Promotion/ Transfer on Deputation (including short-term contract)” basis. The selection for the post will be made by the UPSC.

2. Officers working under the Central / State Governments / UT Administrations/ Universities/ Recognised Research Institutions/ Public Undertakings holding analogous posts on regular basis or with 5 years' regular service in posts in the pre-revised scale of pay of Rs.10000-325-15200 [revised pay band Rs.15600-39100 +6600 (Grade Pay)] or equivalent including the Departmental Senior Research Officers of the Planning Commission with 5 years service in the grade rendered after appointment there to on a regular basis who have the EQs as under would be considered together :-

DEPUTY ADVISER (MINERALS) :  

ESSENTIAL:

(i) Masters’ Degree in Geology/ Applied Geology or Degree in Mining Engineering of a recognised University or equivalent.

(ii) 10 years’ experience in research/ development/ planning/ execution of projects/ programmes in the exploitation and utilisation of mineral resources covering ferrous, non-ferrous, industrial minerals, coal, lignite, etc.

DESIRABLE:

(i) Doctorate Degree in Geology/ Applied Geology or Masters’ Degree in Mining Engineering.

(ii) Knowledge of problems related to exploitation, conservation technology, trade and infrastructure development as applied to minerals and mineral-based industries.

(iii) Experience of techno-economic evaluation of feasibility studies or detailed project reports.

If a Departmental Senior Research Officer of the Planning Commission is recommended by the UPSC for appointment to any post, it will be treated as having been filled up by Promotion and in case an outsider candidate is recommended by the UPSC, the post will be offered on Deputation basis for a specific period not exceeding four years.

3. Details of the vacancies are available on Planning Commission website, i.e. “http://www.planningcommission.gov.in” under the link “Appointment/Jobs”. Interested applicants may download the circular as well as the Application Proforma from our website.

4. Ministries/ Departments of the Central Govt./ State Governments/ UT Administrations/Universities/Recognised Research Institutions/Public Undertakings are requested to bring the vacancy to the notice of the Officers working under their charge.
5. Applications/Curriculum Vitae *(two copies)* for the post duly signed by the candidate and countersigned by the Head of Office or an officer authorized to sign on his behalf in the proforma along with the following documents in respect of eligible candidates who can be spared for taking up the assignment within one month from the date of intimation about selection may please be forwarded to the undersigned:

(i) Cadre Clearance/Specific No Objection.
(ii) Up-to-date Confidential Report Dossier of the candidate or photocopies of the Annual Confidential Reports of the candidate for the last five years duly attested by an Officer not below the rank of Under Secretary to the Govt. of India;
(iii) Integrity Certificate (IC) to be signed by an Officer not below the rank of Deputy Secretary to the Govt. of India;
(iv) Vigilance Clearance (VC) indicating that no disciplinary proceedings or criminal proceedings are either pending or contemplated against the Officer concerned; and
(v) List of major/ minor penalties, if any, imposed on the candidate during the last 10 years OR No Penalty Certificate (PC), as the case may be.

Application Proforma & Format of IC, VC & PC may please be downloaded from the Planning Commission’s website.

It may please be noted that it would not be possible to entertain the application if it is not accompanied with the above documents. It is also informed that the curriculum vitae (CV) duly supported by documents will be assessed by the Selection Committee for appointment to post on deputation basis.

6. Applications of only those candidates who are clear from vigilance angle need be forwarded. The vacancy is also being published in the Employment News shortly. The closing date for receipt of applications will be 60 days from the date of publication of the advertisement in the Employment news.

7. Applicants should ensure that the application is complete in all respects and is in the prescribed proforma. No column of the proforma should be left blank. Wherever information is “Not Applicable” or “Nil”, it may please be so stated. **Only complete applications (Two Copies) received through proper channel along with all the documents mentioned in para 5 above on or before the specified closing date shall be considered. Applications received after the closing date or those which are not in the prescribed proforma or those which are incomplete or advance applications will not be considered.**

Yours faithfully,

Sd/-
(G. RAJEEV)
Under Secretary to the Govt. of India
Tele. 23096531

Copy forwarded to:-

1. PS to Sr. Adviser (Minerals)/Adviser (Admn.) Planning Commission.
2. All Senior Research Officers of the Planning Commission who have completed/ will complete 5 years regular service in the grade as on crucial date for determining eligibility specified for each post in the Annexure and possess the essential qualifications and experience for specific post may complete the proforma and send it (in duplicate) to the undersigned.
3. PS to Dr. C. Muralikrishna Kumar, Sr. Adviser (C&I), Planning Commission – with the request to get the circular/advertisement put in the Planning Commission’s website. **This has the approval of Adviser (Admn.).** Circular/Advt. is sent through E-mail at plancom@nic.in.

Sd/-
(G. RAJEEV)
Under Secretary to the Govt. of India
Planning Commission requires the services of suitable Officer for appointment to the post of Deputy Adviser (Minerals) to be filled up by composite method i.e. “Promotion/ Transfer on Deputation (including short-term contract)” basis. The selection for the post will be made by the UPSC. The selection for the posts will be made by the UPSC.

Details of the vacancies are:-

1. **SCALE OF PAY**
   - PB:3-Rs.15600-39100+Grade Pay of Rs.7600

2. **DUTIES ATTACHED TO THE POSTS:**

   **Deputy Adviser (Minerals)**

   1. To carry out research studies relating to development/planning/execution of projects/programmes in the exploitation and utilisation of minerals resources covering ferrous and non-ferrous industrial minerals, coal, lignite, etc.
   2. To undertake on his own and supervise the studies undertaken by subordinate in the exploitation, conservation, technology, trade and infra-structure development as applied to mineral and mineral based industries;
   3. Techno-economic evaluation of feasibility studies of detailed project reports.

3. **ELIGIBILITY :**

   (I) **FOR DEPUTATION:**

   Officers holding analogous posts on regular basis or with 5 years' regular service in posts in the pre revised scale of pay of Rs.10000-325-15200 [ Revised to PB:3 Rs.15600-39100 + Grade Pay of Rs.6600/-] or equivalent under the Central/ State Govts./ UT Administrations/ Universities/ Recognised Research Institutions/ Public Undertakings and possessing the qualifications and experience prescribed for the above mentioned posts, as indicated against item No. 6 hereunder.

   (II) **FOR PROMOTION:**

   Senior Research Officers of the Planning Commission with 5 years service in the grade rendered after appointment thereto on a regular basis and possessing the qualifications and experience prescribed for the above mentioned posts as indicated against item No.6 hereunder.

4. **AGE LIMIT :**

   The maximum age limit for appointment by Transfer on Deputation (including Short-Term Contract) shall be not exceeding 56 years as on the crucial date for determining eligibility as indicated against item No. 5 hereunder.
5. **CRUCIAL DATE FOR DETERMINING ELIGIBILITY:**

It will be the closing date for receipt of applications as per this advertisement in the Employment News.

6. **QUALIFICATIONS AND EXPERIENCE:**

**DEPUTY ADVISER (MINERALS):**

**ESSENTIAL:**

(i) Masters’ Degree in Geology/Applied Geology or Degree in Mining Engineering of a recognised University or equivalent.

(ii) 10 years’ experience in research/development/planning/execution of projects/programmes in the exploitation and utilisation of mineral resources covering ferrous, non-ferrous, industrial minerals, coal, lignite, etc.

**DESIRABLE:**

(i) Doctorate Degree in Geology/Applied Geology or Masters’ Degree in Mining Engineering.

(ii) Knowledge of problems related to exploitation, conservation technology, trade and infrastructure development as applied to minerals and mineral-based industries.

(iii) Experience of techno-economic evaluation of feasibility studies or detailed project reports.

7. **PERIOD OF DEPUTATION/CONTRACT:**

Period of deputation/contract including period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation/Department of the Central Government shall ordinarily not exceed four years. The terms and conditions of deputation will be regularized according to the orders contained in the Govt. of India, DoPT’s OM No.6/8/2009-Estt.(P.II), dated 17th June, 2010 in the case of those coming on deputation including short-term contract, the terms will be settled in consultation with the concerned authorities as per the instructions issued by DoPT.

The interested and eligible officers may send their application (in duplicate) in the enclosed proforma through proper channel to Under Secretary (Adm.I), Planning Commission, Yojana Bhawan, Sansad Marg, New Delhi-110 001. **The closing date for receipt of applications will be 60 days from the date of publication of advertisement in the Employment News.** Confidential Report Dossier / Attested Photocopies of last 5 years, Integrity Certificate, Vigilance Clearance Certificate and the list of major/minor penalties, if any, imposed on the officer during the last 10 years / No Penalty Certificate (in prescribed format) in respect of the officer are also required to be sent along with the application.

Applicant should ensure that the application is complete in all respects and is in the prescribed proforma. **No column of the format should be left blank. Wherever information is "Not Applicable" or it is "Nil", it may please be so stated. Only complete applications (two copies) received through proper channel along with all the documents on or before the specified closing date shall be considered. Applications received after the closing date or those which are not in the prescribed proforma or those which are incomplete or advance applications will not be considered.** The details of these vacancies are also available on Planning Commission website, i.e. [http://www.planningcommission.gov.in](http://www.planningcommission.gov.in) under the link “Appointments/Jobs”.

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INTEGRITY CERTIFICATE

After scrutinizing Annual Confidential Reports of Dr./Shri/Smt./Ms. ______________________, _____________ who has applied for the post of Deputy Adviser (_______________________) in the Planning Commission on Transfer on Deputation basis, it is certified that his/ her integrity is beyond doubt.

[To be signed by an Officer of the rank of Deputy Secretary or above]
Name & Office Seal :
Date :

VIGILANCE CLEARANCE CERTIFICATE

Certified that no vigilance case or disciplinary proceedings or criminal proceeding is either pending or contemplated against Dr./Shri/Smt./Ms. ______________________, _____________ who has applied for the post of Deputy Adviser (_______________________) in the Planning Commission on Transfer on Deputation basis.

[Authorised signatory]
Name & Office Seal :
Date :

NO PENALTY CERTIFICATE

Certified that no minor/ major penalty has been imposed on Dr./Shri/Smt./Ms. ______________________, _____________ who has applied for the post of Deputy Adviser (_______________________) in the Planning Commission on Transfer on Deputation basis during the last ten years.

[Authorised signatory]
Name & Office Seal :
Date :

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1. Name and Address (In Block Letters)

2. Date of birth (in Christian era)

3. Date of retirement under Central/ State Govt. Rules

4. Educational Qualifications

5. Whether Educational and other qualifications required for the post are satisfied (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same).

6. Please State clearly whether in the light of entries made by you above, you meet the requirement of the post.

7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.
8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-permanent or Permanent.

9. In case the present employment is held on deputation/contract basis, please state -
   a) The date of initial appointment
   b) Period of appointment and deputation/contract
   c) Name of the parent office/organisation to which you belong

10. Additional details about present employment
   a) Central Govt.
   b) State Govt.
   c) Autonomous Organisation
   d) Government Undertaking
   e) Universities
   f) Others

11. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.

12. 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.

13. Total emoluments per month now drawn.

14. Additional information, if any, which you would like to mention in support of your suitability for the post.
15. कृपया यह बताएं कि क्या आप प्रतिनियुक्ति अथवा अन्य आरोग्य आधार पर नियुक्ति के लिए आवेदन कर रहे हैं (केंद्र / राज्य सरकार @ संघ राज्य क्षेत्र के प्रशासनक्षेत्र अविकारी ही प्रतिनियुक्ति के लिए पात्र होंगे. यु; अन्य अन्यकारिक अनुबंध के लिए पात्र होंगे) / Please state whether you are applying for deputation or short-term contract basis. (Employees of Central/ State Governments/U.T. Administrations are eligible for "Deputation". Others would be eligible for Short-Term Contract.

16. क्या अनुसूचित जाति /अनुसूचित जनजाति के है /Whether belongs to SC/ ST.

17. अनुशंसित (अनुशंस (i) अनुसंधान प्रकाशनों और प्रतिवेदनों और विशेष परियोजनाओं; (ii) पुरस्कारों / छात्रवृत्तियों /सरकारी प्रोत्साहनों (iii) व्यावसायिक संस्थाओं / संगठनों / समितियों से संबद्ध इत्यादि के बारे में विवेचन दे सकते हैं) (टिप्पणी : यदि आवश्यकता हो तो अलग पृष्ठ संलगन करें) Remarks [The candidates may indicate information with regard to (i) Research publications and reports and special projects (ii) Awards/ Scholarship/ Official Appreciation (iii) Affiliation with the professional bodies/ institutions/ societies and (iv) any other information.] (Note : Enclose a separate sheet if the space is insufficient)

मैंने रिपोर्ट भरकर / विज्ञापन पूर्वक पता है और मैं पूर्ण रूप से जानता हूं कि मेरे आत्मवृत्त के समर्थन में मेरे द्वारा प्रस्तुत सभी दस्तावेजों का, चयन करते समय, चयन समिति द्वारा मूल्यांकन किया जाएगा / 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.

अनुशंस के हस्ताक्षर :
पता :
Signature of the candidate:
Address:

दिनांक :
Date:

प्रतिहस्ताक्षरित :
(नियोक्ता का नाम व कार्यालय गोहर)
Counter signed:
(Employer with Seal)

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