To

All Central Government Departments / State Governments/ UT Administrations/ Universities

SUB:- Filling up of the post of Deputy Adviser (Education) in the scale of pay of Rs.12000-375-16500 in the Planning Commission on Promotion/ Transfer on Deputation (including short-term contract) basis.

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Sir,

I am directed to say that Planning Commission requires services of a suitable officer for appointment to the post of Deputy Adviser (Education) to be filled by composite method i.e. “Promotion/ Transfer on Deputation (including short-term contract)” basis. Selection will be made by the UPSC.

2. Officers working under Central / State Governments / UT Administrations/ Universities/ Recognised Research Institutions/ Public Undertakings as well as Departmental Senior Research Officers/Deputy Director (Information) of the Planning Commission who fulfill the conditions specified for the post in the enclosed Annexure would be considered together. If the Departmental Candidate of the Planning Commission is recommended by the UPSC for appointment to any post, it will be treated as having been filled 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. Scale of pay, eligibility conditions i.e. qualifications and experience, period of deputation and duties etc. for the post are indicated in the enclosed Annexure.

4. Ministries/ Departments of the Central Govt./ State Governments/ UT Administrations are requested to bring this vacancy to the notice of Officers working under their charge as well as those working in Public Undertakings and Recognised Research Institutions under their administrative control.

5. Applications/Curriculum Vitae (in duplicate) in the enclosed proforma alongwith 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, for the post duly signed by the candidate and countersigned by the Head of Office or an officer authorized to sign on his behalf:

   (i) Cadre Clearance/Specific No Objection.
   (ii) Up-to-date Confidential Report Dossier of the candidate concerned 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 (in the enclosed format) to be signed by an Officer not below the rank of Deputy Secretary to the Govt. of India

(iv) Vigilance Clearance (in the enclosed format) 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 (in the enclosed format), as the case may be.

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. This 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 received through proper channel alongwith 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.

8. The details of the vacancy is also available on Planning Commission website, i.e. “http://www.planningcommission.gov.in” under the link “circulars”.

Yours faithfully,

Sd/-
(K.K. CHHABRA)
Under Secretary to the Govt. of India
Tele. 23096531

Copy forwarded to:-

1. Adviser (Education), 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 the date of eligibility specified for the post in the Annexure and possess the essential qualifications and experience for the post may complete the proforma and send it (in duplicate) to the undersigned.
3. Senior Adviser (Administration), Planning Commission.

(K.K. CHHABRA)
Under Secretary to the Govt. of India
Details of eligibility conditions for the post of Deputy Adviser (Education) to be filled by Promotion/Transfer on Deputation (including short-term contract) basis.

Details of both the vacancies are as under :-

1. SCALE OF PAY : Rs.12000-375-16500

2. DUTIES ATTACHED TO THE POST:

Deputy Adviser (Education)

(i) To initiate research and studies and policy formulation in the field of education.
(ii) Appraisal of educational development in the country and investigation of problems in that field.
(iii) Scrutiny of schemes/plans in the education sector.

3. ELIGIBILITY :

(I) FOR DEPUTATION:

Officers holding analogous posts on regular basis or with 5 years' regular service in posts in the scale of pay of Rs.10000-325-15200 or equivalent under the Central/ State Govts./ UT Administrations/ Universities/ Recognised Research Institutions/ Public Undertakings and possessing the qualifications and experience prescribed for the post, as indicated against item No. 6 hereunder.

(II) FOR PROMOTION:

Senior Research Officers/Deputy Director (Information) of the Planning Commission with 5 years regular service in the grade rendered after appointment thereto on a regular basis and possessing the qualifications and experience prescribed for the post 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 not be exceeding 56 years as on the closing date for receipt of applications.

5. CRUCIAL DATE FOR DETERMINING ELIGIBILITY :

It will be 30/11/2007.
6. QUALIFICATIONS AND EXPERIENCE:

Deputy Adviser (Education)

ESSENTIAL:

(i) Masters’ Degree in Arts/Science/Commerce/Education or Degree in Engineering of a recognised University or equivalent.
(ii) 10 years’ experience in research/ development/planning/administration in the field of education or in teaching.

DESIRABLE:

(i) Doctorate Degree in the relevant field in Arts/Science/Commerce/Education or Masters’ Degree in Engineering.
(ii) Knowledge /awareness of or experience in dealing with problems of educational development and its interface with other sectors of development like health, social welfare, industry, agriculture, etc.
(iii) Experience in preparation of project reports or in techno-economic evaluation of project reports/plan documents in the field of education.

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.2/29/91-Estt.(P.II), dated 5th January, 1994 as amended from time to time and in the case of those coming on contract, the terms will be settled in consultation with the concerned authorities as per the instructions issued by DoPT.

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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 (Education) 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 (Education) 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 (Education) in the Planning Commission on Transfer on Deputation basis during the last ten years.

[Authorised signatory]
Name & Office Seal :
Date :
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).

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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
    Please state whether working under (indicate the name of your employer against the relevant column).
      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 प्रतिनिधित्व अथवा अत्याचार अनुबंध आधार पर नियुक्ति के लिए आवेदन कर रहे हैं (केंद्र / राज्य सरकार / संघ राज्य क्षेत्र के प्रशस्तिक) के अधिकारी ही प्रतिनिधित्व के लिए पात्र होंगे। यदि अन्य अत्याचारिक 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 हैं /Whether belongs to SC/ ST.

17. अभ्यंत्रियों (अभ्यंत्री) (i)अनुसंधान प्रकाशित ओर प्रतिवेदन और विशेष अवसरों आदि पुस्तकां / प्रकाशित लेखों /सरकारी प्रोत्साहनों (ii) व्यावसायिक संस्थाओं / संगठनों / समितियों से संबंधित संबंध तक्ता इत्यादि के बारे में विश्वास दे सकते हैं (टिप्पणी : यदि आवश्यकता हो तो अलग पृष्ठ संलग्न 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 रिश्ता परिपत्र / विज्ञापन ध्यान दिया पाप्पक पढ़ा है और मैं पूर्ण रूप से जानता हूँ 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.

अभ्यंत्री के हस्ताक्षर :

पता :

Signature of the candidate:

Address:

दिनांक :

Date:

प्रतिनिधित्वाधिकारि :

(नियोक्ता का नाम व कार्यालय मोहर)

Counter signed:

(Employer with Seal)

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