

Yojana Bhavan, Sansad Marg,  
New Delhi, the 26 December, 2011.

To

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

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

Sir,

Planning Commission requires the services of a suitable Officer for appointment to the post of Deputy Adviser (Consumer Industries) 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 or equivalent including the Departmental Senior Research Officers of the Planning Commission **with 5 years service in the grade rendered after appointment thereto on a regular basis** who have the EQs as under would be considered together :-

**ESSENTIAL:**

- (i) Master's degree in Economics/Business Administration or Management of a recognized University or equivalent.
- Or**
- Degree in any branch of Engineering/Technology of a recognized University/Institute or equivalent.
- (ii) 10 years' experience in research/planning/design and Development and Production of consumer industries.

**DESIRABLE:**

- (i) Doctorate degree in Economics/ Masters' Degree in any branch of Engineering/Technology.
- (ii) Experience of preparation of feasibility studies/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 vacancy both in Hindi and English 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.

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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** alongwith 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 on each and every page 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 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.**

Yours faithfully,

(G. RAJEEV)

Under Secretary to the Govt. of India  
Tele. 23096531

**Copy forwarded to:-**

1. PS to Adviser (Industries), 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 cut off date of eligibility specified 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. PS to Adviser (Administration), Planning Commission.
4. ✓ Shri Prabhanjan Kumar Yadav, AIO, C& I Division – 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](mailto:plancom@nic.in).

**No. A-12025/ 17/2011-Adm.I**  
**GOVERNMENT OF INDIA**  
**PLANNING COMMISSION**

Planning Commission requires the services of suitable Officer for appointment to one post of Deputy Adviser (Consumer Industries) 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.

**Details of the vacancy are:-**

**1. SCALE OF PAY**

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: Pay Band:3 of Rs.15600-39100 +7600 (Grade Pay)

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

**Deputy Adviser (Consumer Industries)**

To assist the Joint Adviser (Consumer Industries)/Adviser (Industry):

- (i) Planning in relation to various aspects of development of consumer industries;
- (ii) Implementation of development programmes/projects in consumer industries;
- (iii) Examination of specific, technical/economic and other aspects of problems arising in consumer industries;
- (iv) Formulation of policies of industrial licensing, foreign investment and collaboration, etc. for consumer industries;
- (v) Preparation of techno-economic evaluation reports on feasibility studies and detailed projects reports in consumer industries field;
- (vi) Coordination with the Ministries of the Government of India and Public Sector Undertakings in matters relating to planning of consumer industries;
- (vii) To undertake studies relating to demand, production, investment, appraisal, pricing, distribution and implementation and monitoring of projects in the area of consumer industries; and
- (viii) To discharge other duties as may be assigned.

**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 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 post, 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 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 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 last date of receipt of applications from the date it published in the Employment News.

**6. QUALIFICATIONS AND EXPERIENCE:****DEPUTY ADVISER (CONSUMER INDUSTRIES)****Essential:**

- (i) Master's degree in Economics/ Business administration or Management of a recognized University or equivalent.

OR

Degree in any branch of Engineering/ Technology of a recognized University/ Institute or equivalent.

- (ii) 10 years' experience in research/ planning/ design and development and production of consumer industries

**Desirable:**

- (i) Doctorate Degree in Economics or Masters' Degree in any branch of Engineering/ Technology
- (ii) Experience of preparation of feasibility studies / 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 17<sup>th</sup> 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 duly attested on each and every page by the officer not below the rank of Under Secretary to the Govt. of India, 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 alongwith 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 alongwith 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> under the link "Appointments/Jobs".**

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**[FORMAT OF VARIOUS CERTIFICATES REQUIRED TO BE ENCLOSED SEPARATELY  
ALONGWITH THE APPLICATION OF CANDIDATE WHO APPLIES FOR DEPUTATION  
(INCLUDING SHORT-TERM CONTRACT) BASIS]**

**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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