No. A-12025/19/2012-Adm.I
GOVERNMENT OF INDIA
PLANNING COMMISSION

Yojana Bhavan, Sansad Marg,
New Delhi, the 18th May, 2012.

To

All Central Government Departments / State Governments/ UT Administrations/ Universities/ Recognized Research Institutions/ Public Undertakings/Autonomous Organisations.

Sub:- Recruitment to the post of Joint Adviser (Industrial Economics/Management) in the Planning Commission in the Pay Band: 4 of Rs.37400-67000 + 8700 (Grade Pay) on Promotion/ Deputation (including short-term contract) basis.

---

Sir,

I am directed to say that Planning Commission requires the services of suitable Officer for appointment to the post of Joint Adviser (Industrial Economics/Management) to be filled by composite method i.e. “Promotion/ 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.12000-375-16500 [Now revised to Rs.15600-39100 + 7600 (Grade Pay)] or equivalent including the Departmental Deputy Advisers 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 Science/ Economics/ Commerce/ Mathematics/ Statistics/ Operations Research/ Business Administration or Degree in Engineering of a recognised University or equivalent.

(ii) 12 years’ experience in Industrial Economics/ Management covering techno-economic appraisal of large projects, their techno-economic analysis covering demand, supply, pricing growth, etc., monitoring and evaluation of such projects, developing system models for the same.

**DESIRABLE:**

(i) Doctorate degree in the relevant branch of Industrial Economics or Masters' Degree in Engineering.

(ii) Experience of conducting / organizing/ guiding research and preparation of research papers on detailed project reports.

(iii) Familiarity with principles and policies of industrial licensing, foreign investment and collaboration, developments in international economics, specially relating to developing countries and matters, such as International Monetary Fund and General Agreement on Trade and Tariffs, Economic Communities, International Trade, etc.

(iv) Experience of techno-economic studies or detailed project reports.

If a Departmental Deputy Adviser of the Planning Commission is recommended by the UPSC for appointment to the 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 five years.

---
3. Details of the vacancy 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 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 and also the same will be published in the Employment News.

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 Adviser (Admn.) and Adviser (Industries), Planning Commission.
2. All Deputy Advisers 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 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/Adv. is sent through E-mail at plancom@nic.in.
Details of eligibility conditions for the post of Joint Adviser (Industrial Economics/ Management) in the Planning Commission to be filled by Promotion/ Deputation (including short-term contract) basis.

1. **Details of the vacancy :-**

<table>
<thead>
<tr>
<th>(1) Name of post</th>
<th>Joint Adviser (Industrial Economics/ Management)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(2) Number of vacancy</td>
<td>01 (one)</td>
</tr>
<tr>
<td>(3) Class</td>
<td>Group ‘A’ Gazetted</td>
</tr>
<tr>
<td>(4) Scale of Pay</td>
<td>Pre-revised Scale of Pay of Rs. 14300-18300 (Revised to Rs.37400-67000+Grade Pay of Rs.8700 in PB:4)</td>
</tr>
</tbody>
</table>

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

**Joint Adviser (Industrial Economics/ Management)**

* The incumbent will be responsible for general issues of economic and industrial policies and programmes and coordination work in the Industry Division.
* Examination, formulation and review of the policies and programmes covering general issues, prices, fiscal and financial levies, export, import and comparative advantages thereto including other aspects related to international trade.
* To undertake studies on various aspects of industrial economics and management.
* Formulation and examination of proposals received from various Ministries/ State Governments including aspects covering general economic and industrial issues.
* Participation in apex Government agencies dealing with industrial programmes, viz., Development Councils, Licensing Committees, Project Approval Board, Foreign Investment Board, Capital Goods Committee, NRI Committee, etc.,
* Examination of Notes for Cabinet/ Cabinet Committees/ Group of Ministers/ Committees of Secretaries, etc.,
* Maintaining coordination with various Central Ministries/ Departments/ State Governments, etc., regarding matters, policies, programmes and general issues concerning economic development.
* Examination and appraisal of proposals received from various Ministries/ States/ Industry Associations/ Individuals, etc., concerning economic development.
* Assist Senior Officers/ Commission in the formulation of Annual, Five-Year and Long-Term Perspective Plans including policies thereto and such other work as may be assigned from time-to-time, e.g., in connection with Parliament and its Committees, VIP references, etc.,
* To supervise and guide Deputy Advisers and other research staff in the Division.

3. **ELIGIBILITY :**

**FOR DEPUTATION (INCLUDING SHORT-TERM CONTRACT):**

Officers holding analogous posts on regular basis; or with 5 years' regular service in posts in the pre revised scale of pay of Rs. 12000-375-16500 or equivalent under the Central/ State Governments/ UT Administrations/ Universities/ Recognised Research Institutions/ Public Undertakings/ Autonomous Organisations and possessing the qualifications/ experience prescribed for each post, as indicated against item No. 6 below.
FOR PROMOTION:

Deputy Advisers 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 each post, as indicated against item No. 6 below.

4. AGE LIMIT:

The maximum age limit for appointment by 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 for receipt of applications, i.e. sixty days from the date of publication of the advertisement in the Employment News.

6. QUALIFICATIONS AND EXPERIENCE:

Joint Adviser (Industrial Economics/ Management)

ESSENTIAL:

(i) Master's Degree in Science/ Economics/ Commerce/ Mathematics/ Statistics/ Operations Research/ Business Administration or Degree in Engineering of a recognised University or equivalent.

(ii) 12 years’ experience in Industrial Economics/ Management covering techno-economic appraisal of large projects, their techno-economic analysis covering demand, supply, pricing growth, etc., monitoring and evaluation of such projects, developing system models for the same.

DESIRABLE:

(i) Doctorate degree in the relevant branch of Industrial Economics or Masters' Degree in Engineering.

(ii) Experience of conducting / organizing/ guiding research and preparation of research papers on detailed project reports.

(iii) Familiarity with principles and policies of industrial licensing, foreign investment and collaboration, developments in international economics, specially relating to developing countries and matters, such as International Monetary Fund and General Agreement on Trade and Tariffs, Economic Communities, International Trade, etc.

(iv) Experience of techno-economic 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 five years. The terms and conditions of deputation will be regularised 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 applications (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 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 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 the vacancy are also available on Planning Commission website, i.e. [http://www.planningcommission.gov.in](http://www.planningcommission.gov.in) under the link “Appointment/Jobs”.

****
INTEGRITY CERTIFICATE

After scrutinizing Annual Confidential Reports of Dr./Shri/Smt./Ms. ______________________, _____________ who has applied for the post of Joint 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 Joint 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 Joint Adviser (_______________________) in the Planning Commission on Transfer on Deputation basis during the last ten years.

[Authorised signatory]
Name & Office Seal :
Date :

**********
PROFORMA

Name of the post applied for ______________________

1. Name and Address (In Block Letters) / नाम और ठगा

2. Date of birth (in Christian era) / जन्म तिथि

3. Date of retirement under Central/ State Govt. Rules / केंद्रीय/राज्य सरकार के नियमों के अन्तर्गत सेवा-निवृत्ति की तारीख

4. Educational Qualifications / शैक्षिक अहंताएं

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). / क्या निर्धारित शैक्षिक और अन्य अहंताएं प्राप्त हैं (यदि कोई अहंता निर्धारित अहंता के समकक्ष मानी जाती है तो उस संबंध में प्राधिकरण का नाम बताएं) / 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).

| निर्धारित अहंताएं | अनुमंब | अधिकारी द्वारा प्राप्त अहंताएं | अनुमंब 
|----------------|--------|-----------------------------|--------
| Qualifications / Experience required | /Qualifications / Experience possessed by the officer |

<table>
<thead>
<tr>
<th>अनिवार्य</th>
<th>Essential</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>वांछनीय</th>
<th>Desirable</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
</tr>
</tbody>
</table>

6. कृपया यह स्पष्ट बताएं कि ऊपर इंगित तथ्यों के आधार पर क्या आप उक्त पद के लिए निर्धारित आवश्यकताएं पूरी करते हैं / 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. / वर्गीकृत व्यवस्था, आवश्यकता होने पर, हस्ताक्षरित अलग पृष्ठ संलग्न कर पूरा व्याख्यात दें / Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

<table>
<thead>
<tr>
<th>कार्यालय / Office</th>
<th>संस्थान / Institution</th>
<th>धारित पद / Post held</th>
<th>से / From</th>
<th>तक /To</th>
<th>वेतनमान और मूल वेतन / Scale of pay and basic pay</th>
<th>कार्य का स्वरूप / Nature of duties (in details)</th>
</tr>
</thead>
</table>
8. What is your present employment i.e. Ad-hoc or Temporary or Quasi-permanent or Permanent?

9. If your present employment is on deputation/contract basis, please state:
   a) Date of initial appointment
   b) Period of appointment and deputation/contract
   c) Name of the parent office/organisation to which you belong

10. What additional details about your 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. 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 (अत्यावधि अनुबंध सहित) / आमंत्र / पुनर्नियुक्ति आवार पर नियुक्ति के लिए आवेदन कर रहे हैं (केवल केंद्र / राज्य सरकार के अधिकारी ही आमंत्र के लिए पत्र होंगे। गैर-सरकारी संस्थाओं में कार्यरत अन्यथा केवल अत्यावधि अनुबंध के / लिए पत्र होंगे)। Please state whether you are applying for deputation (including short-term contract) / Absorption/ Re-employment basis. (Officers under Central/ State Governments are only eligible for "Absorption". Candidates of non-Government Organisations are eligible only for Short-Term Contract).

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

17. आमंत्रित (अन्यथा (i)अनुसंधान प्रकाशनों और प्रतिवेदनों और विशेष परियोजनाओं; (ii) पुरस्कारों / छात्रवृत्तियों /सरकारी प्रोत्साहनों (iii) व्यापारीय संस्थानों / संगठनों / समितियों से संबद्धता इत्यादि के बारे में विवरण 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 रिहित परिचय / विज्ञापन ध्यान पूर्वक पढ़ा है और मैं पूर्ण रूप से जानता हूं कि मेरे आत्मवृद्धि 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.

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

दिनांक :
Date:

प्रतिस्हाताक्षरित :
(नियोजक का नाम व कार्यालय मोहर)
Counter signed:
(Employer with Seal)

***