

Government of India

Ministry of Skill Development & Entrepreneurship
Directorate General of Training

Advertisement No. DGT-A-12025/01/2017-Estt.-I (Pt)

Subject: Filling-up of 32 (Thirty Two) vacant posts of Deputy Director in Pay Matrix Level-11 (Rs. 67,700-2,08,200), on deputation basis at various field institutes, located all over India including Head Quarter of Directorate General of Training, New Delhi- regarding.

The Directorate General of Training is looking for the service of suitable Officers for appointment to the post of **Senior Time-Scale (Deputy Director) on deputation** for its various field offices located all over India, including its Head Quarters at New Delhi. The details of post, eligibility criteria, job requirement, age limit, qualification and experience required for the post are indicated in Annexure -I below. The pay and other terms and conditions of deputation will be regulated in accordance with DoPT's OM No.6/8/2009-Estt.(Pay-I) dated 17/06/2010 as amended from time to time. Cadre Authorities / Head of Departments are requested to forward applications of the eligible and willing candidates whose services can be spared on deputation (Including Short Term Contract) basis immediately, so as to reach the **Deputy Secretary (Estt.), Room No. 109A, First Floor, Employment Exchange Building, Pusa Complex, New Delhi-110012 within 60 days from the date of publication of this advertisement in the Employment News.** The Application Forms / Curriculum Vitae Proforma are at Annexure - II and for other necessary details, the candidates are advised to visit and download form from the DGT website : <http://dgt.gov.in>

LIST OF ENCLOSURES TO BE ACCOMPANIED WITH THE APPLICATION

- Application in prescribed format - Annexure -II duly completed signed by the candidate and countersigned with seal by the Cadre / Appointing Authority.
- Attested copies of ACRs for the last 5 (Five) years duly attested on each page with seal by an Officer with the rank of Under Secretary to the Government of India or above.
- Integrity Certificate.
- Vigilance Clearance.
- No Major or Minor penalty certificate for the last 10 years of his service.
- A certificate to the effect that the particulars furnished by the candidate have been verified and found correct as per service records.
- Cadre Clearance Certificate.

(B.K. Mathur)
Deputy Secretary to the Govt. of India
Annexure- I

Posts: Thirty Two (32) posts in Senior Time Scale (Deputy Director) in Pay Matrix Level - 11 (Rs. 67,700 - 2,08,200/-).

Method of Recruitment: Deputation (Including Short Term Contract)

"Eligibility Criteria": on Deputation (including short-term contract):-

Deputation (ISTC): Officers under the Central Government/State Governments/Union Territories/Public Sector Undertakings/Semi-Govt. Organisations / Autonomous and Statutory Organizations/Recognized Universities/Institutes:

- (a) (i) Holding analogous posts or
(ii) With 5 years' service rendered in the grade after appointment thereto on regular basis in Pay Matrix Level-10 (7th CPC)
- (b) Possessing the following educational qualification and experience essential:
(i) A degree in the appropriate branch, of engineering of a recognized university or institute (the exact discipline shall be indicated at the time of each recruitment).
(ii) Five years' experience in a supervisory capacity in production or maintenance or servicing or teaching or training in a recognised technical institute including two year's administrative experience.

Desirable:- (a) Master's degree in engineering or technology from a recognised university or institute.

(b) Knowledge of preparation of syllabi, teaching aids, and training material.

Note 1: The departmental officers in the feeder grade who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationist shall not be eligible for consideration for appointment or promotion.

Note 2: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same organisation/department of the Central Government shall ordinarily not exceed four years. The maximum age limit for appointment by deputation shall not exceeding 56 years as on the closing date of receipt of application

Annexure-"II"

Bio-Data/Curriculum Vitae

1. Name and Address (in Block letters) :	
2. Date of Birth (in Christian era) :	
3. i) Date of entry into service	
ii) Date of retirement under Central/State Government 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.)	
Qualifications/Experience required as mentioned in the advertisement/vacancy circular	Qualifications/Experience possessed by the officer
Essential	Essential
A) Qualification	A) Qualification
B) Experience	B) Experience
Desirable	Desirable
A) Qualification	A) Qualification
B) Experience	B) Experience
5.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at	

the time of issue of circular and issue of advertisement in the Employment News.

5.2. In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.

6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.

6.1 Note: Borrowing Departments are to provide their specific comments/views confirming the relevant Essential Qualification/work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.

7. Details of Employment in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/ Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

*** Important:** Pay Band & Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/ Pay Scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below:

Office/ Institution	Pay, Pay Band and Grade Pay drawn under ACP/MACP Scheme	From	To

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 on deputation/contract	c) Name of the parent office/organization to which the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent organisation.

9.1 Note: In case of Officers already on deputation, the applications of such officer should be forwarded by the parent Cadre/Department alongwith Cadre Clearance, Vigilance Clearance and Integrity Certificate.

9.2 Note: Information under Column 9 (c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/organisation.

10. If any post held on deputation in the past by the applicant, date of return from the last deputation and other details.

11. Additional details about present employment:
Please state whether working under (indicate the name of your employer against the relevant column)

- Central Government
- State Government
- Autonomous Organization
- Government Undertaking
- Universities
- Others

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

13. 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.

14. Total emoluments per month now drawn

Basic pay in the PB	Grade Pay	Total Emoluments

15. In case the applicant belongs to an organisation which is not following the Central Government Pay Scales, the latest salary slip issued by the Organisation showing the following details may be enclosed.

Basic Pay with Scale of Pay and rate of increment	Dearness Pay/Interim relief/ other Allowances etc., (with break-up details)	Total Emoluments

16. A Additional information, if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) Additional academic qualifications (ii) Professional training and (iii) Work experience over and above prescribed in the Vacancy Circular/Advertisement).
(Note: Enclose a separate sheet, if the space is insufficient)

16. B Achievements:
The candidates are requested to indicate information with regard to:

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- i) Research publications and reports and special projects;
 ii) Awards/Scholarships/Official Appreciation;
 iii) Affiliation with the professional bodies/institutions/societies; and
 iv) Patents registered in own name or achieved for the organization;
 v) Any research/innovative measure involving official recognition;
 vi) Any other information.

(Note: Enclose a separate sheet, if the space is insufficient)

17. Please state whether you are applying for deputation (ISTC)/
 Absorption/Re-employment Basis. #

(Officers under Central/ State Governments are only eligible
 for "Absorption". Candidates of Non-Government Organizations
 are eligible only for Short-Term Contract).

(The option of 'STC/ 'Absorption/ 'Re-employment' are
 available only if the vacancy circular specially mentioned
 recruitment by "STC" or "Absorption" or "Re-employment")

18. Whether belongs to SC/ST

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

Date _____

(Signature of the Candidate)

Address _____

Certification by the Employer/Cadre Controlling Authority

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the Advt. If selected, he/she will be relieved immediately.

2. Also certified that:

- i) There is no vigilance or disciplinary case pending/contemplated against Shri/ Smt.
- ii) His/her integrity is certified.
- iii) His/Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary to the Govt. of India or above are enclosed.
- iv) No major/minor penalty has been imposed on him/her during the last 10 years Or A list of major/minor penalties imposed on him/her during the last 10 years is enclosed (as the case may be)

Countersigned