

NEW DELHI MUNICIPAL COUNCIL
PALIKA KENDRA: NEW DELHI
SECRETARY'S ESTT. BRANCH

No. SO(E)/266 /SA-I/2018

Dated : 22/02/2018

Vacancy Circular

To,

1. The Secretary, Department of Personnel & Training, GOI, New Delhi.
2. The Secretary (Services), Govt. of NCT of Delhi, New Delhi

Subject: Filling up one post of Joint Director (Public Relation) – Group 'A' post in NDMC on deputation (ISTC) basis in the pay scale of ₹15600-39100 + Grade Pay ₹6600/- (6th CPC)

Applications are invited from Officers under the Central/State Govt./UTs/recognized Research Institutions/Public Sector Undertaking/Autonomous Organizations on deputation (ISTC) basis for a period of three years, in the scale of ₹15600-39100 + Grade Pay ₹6600/- possessing the following educational qualifications and experience:-

- (A) (1) Master's Degree of a recognized university or equivalent.
(2) Degree/Diploma in Journalism/Mass communication from a recognized university/Institution or equivalent.
(3) 05 years experience of Public Relations work. and
 - (B) (1) Holding analogous post on regular basis, or
(2) 05 years regular service in post in the scale of pay ₹8000-13500 revised to ₹19300-34800 + Grade Pay ₹5400/-; or
(3) With 08 years regular service in post in the scale of pay ₹6500-10500 pre-revised and revised ₹9300-34800 + Grade Pay ₹4600/- or equivalent.
2. The departmental Assistant Director (Public Relations) in NDMC with 08 years regular service in the grade will also be considered alongwith outsiders and in case, he is selected for appointment to the post, the same shall be deemed to have been filled by promotion.

The departmental Officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly deputationists shall not be eligible for consideration for appointment by promotion.

(Period of deputation/contract including period of deputation/contract in another ex-cadre posts held immediately preceding this appointment in the same or some other organizations/department of the Central Govt. shall ordinarily not exceed 03 years. The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications.

3. The application in prescribed proforma (Annexure-I) alongwith complete APAR dossiers for the last 05 years and vigilance/cadre clearance from the Competent Authority must be sent through proper channel/cadre Controlling Authority to the Director (Personnel), New Delhi Municipal Council, Room No. 5001, 5th Floor, Palika Kendra, New Delhi latest by 09.04.2018.

4. The format of the application for the post can be downloaded from our website www.ndmc.gov.in.

5. Applications received after the closing date or without any of the aforesaid documents or otherwise found incomplete or not in the prescribed proforma are liable to be rejected.

6. The applicant may forward an advance copy directly. However, the application will be considered, only after, it is received through proper channel.


22.02.18

(Virender Singh)
Director (Personnel-I)
☎ 011-23744227

Encls. as above

Copy to :-

1. PS to Chairman for information
2. PS to Secretary for information
3. PA to Director (P) for information

BIO-DATA/PROFORMA

1. Name in Block letter :
2. Date of Birth (in Christian era) :
3. Date of appointment in Govt. service:
4. Cadre/Service:
5. Contact details (phone/mobile):
6. Email ID:
7. Complete Experience/Posting:

Name of Ministry/ Department/ Organisation	Post held	From	To	Scale of pay with grade pay	Nature of duty

* In chronological order. Enclose a separate sheet, duly authenticated with your signature, if the space below is insufficient.

8. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.

[_____]
Signature of the candidate with date

It is certified that the above information is true as per records available.

(Signature of the forwarding officer with office seal)