

I/52163/2023

NEW DELHI MUNICIPAL COUNCIL  
PALIKA KENDRA: SANSAD MARG  
ELECTRIC ESTABLISHMENT – I  
PERSONNEL DEPARTMENT

Subject:- Filling up 02 posts of Chief Engineer (Electric) in the pay scale of Rs. 131100 – 216600 level 13A in revised 7<sup>th</sup> CPC pay matrix.

The New Delhi Municipal Council proposes to fill up 02 posts of Chief Engineer (Electric) on deputation basis. The pay scale, educational qualifications, eligibility criteria etc. of the posts as per extant Recruitment Rules is as follows:-

A. Pay Scale

Rs. 131100 – 216600 level 13A in revised 7<sup>th</sup> CPC pay matrix

B. Eligibility

Officers under the Central / State Govts. / UT's / Public Sector Undertakings / Autonomous or Statutory Organizations:-

a. ) Requirement

- i. Holding analogous posts on regular basis; OR
- ii. With 02 year's regular service in posts in the scale of pay of Rs. 1,18,500-2,14,100 level 13 in 7<sup>th</sup> CPC pay matrix or equivalent; or
- iii. With 07 year regular service in posts in the pay scale of Rs. 78,800-2,09,200 level 12 in 7<sup>th</sup> CPC pay matrix or equivalent

b. ) Possessing the following educational qualifications and experience:

- i. Degree in electrical engineering from a recognized university or equivalent.
- ii. 12 year experience in a large electricity supply undertaking having 11 KV, 33 KV & 66 KV transmission, overhead as well as underground distribution system along with experience in electrification, distribution and air conditioning of multi storied building. (The departmental officers in the feeder category who are in the direct line of promotion will 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 post held immediately preceding this appointment in the same or some other organization / department of the central govt. shall ordinarily not exceed three y. the maximums age limit for appointment by deputation (including short-term contract) shall be not exceeding 56 y as on the closing date of the receipt of applications)

c. Tenure:

Initially for a period of 01 year extendable as per policy of the Govt. in vogue. As per consolidated instructions on deputation issued by DoPT vide O.M. dated 17.06.2010, a person drawing salary in higher grade cannot be appointed on deputation basis in the lower post

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2. Name of eligible and willing officers fulfilling the above criteria may be sent alongwith following documents to Director (Personnel), Room No. 5001, Palika Kendra, Sansad Marg, New Delhi – 110001:

- i. Bio data in the prescribed proforma;
- ii. ACRs for the last 5 years; and
- iii. Latest vigilance/cadre clearance

3. The application alongwith the above said documents should reach this office latest by 07.02.2023. Applications not sent through proper channel and/or without the above said documents are liable to be rejected.

**Signed by Ajay Kumar**

**Date: 04-01-2023 18:31:24**

(Ajay Kumar)

Director (Personnel)

# ANNEXURE-I

## BIO-DATA CURRICULUM VITAE PROFORMA

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 Qualification 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 Department 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 requested for the post applied for

\* Important: Pay band and 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 drawn by the Candidate may be indicated as below;

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

8. Nature of present employment i.e. Ad-hoc of 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 organization
<p><b>9.1 Note:</b> In case of Officer already on deputation, the application of such officers should be forwarded by the parent cadre/Department along with Cade Clearance, Vigilance Clearance and Integrity Certificate.</p> <p><b>9.2 Note:</b> Information under Column 9(c) &amp; (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/organization</p>			
10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.			
<b>11. Additional details about present employment:</b> Please state whether working under (indicate the name of your employer against the relevant column) <ul style="list-style-type: none"> <li>a) Central Government</li> <li>b) State Government</li> <li>c) Autonomous Organization</li> <li>d) Government Undertaking</li> <li>e) Universities</li> <li>f) Others</li> </ul>			
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 Organization 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
<b>16.A Additional information</b> , 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 qualification (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement)  <b>(Note: Enclose a separate sheet, if the space is insufficient)</b>		
<b>16.B Achievements:</b> The candidates are requested to indicate information with regard to; (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. <b>(Note: Enclose a separate sheet if the space is insufficient)</b>		
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 Organization 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.

Signature of the candidate

Cadre \_\_\_\_\_

Email: \_\_\_\_\_

Mobile \_\_\_\_\_

Address \_\_\_\_\_

Date \_\_\_\_\_

### **Certification by the Employer /Cadre Controlling Authority**

The information / details provide in the above application by the applicant are true and correct as per the facts available on records. He/ She possess educational qualification and experience mentioned in the vacancy Circular. 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 of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of 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**

**(Employer / Cadre Controlling Authority with Seal)**