

No.A-12013/21/ADG(D)/10-UIDAI (Vol. VI)

Government of India

Ministry of Communications & IT

Department of Electronics & Information Technology (DeitY)

Unique Identification Authority of India (UIDAI)

2nd Floor, Tower – I, Jeevan Bharti Building

Connaught Circus, New Delhi – 110001

Dated: 10th June, 2016

SUBJECT: Vacancy circular for the posts of Assistant Director General (Director Level) on deputation in UIDAI HQ, New Delhi

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Unique Identification Authority of India (UIDAI), invites applications for filling up two posts of Assistant Director General (ADG) (Director level) in Pay Band IV (Rs. 37400-67000) plus Grade Pay of Rs. 8700/- on deputation basis in its HQ, New Delhi, from amongst suitable and eligible officers. The eligibility criteria and qualifications for this post are as follows:-

Eligibility:

- i. Officers of Central Government/State Governments/UTs/PSUs/Autonomous bodies holding analogous posts to that of Director's post in the Central Government Ministries/ Departments;
- ii. Officers who may be at the end of their tenure under Central Staffing Scheme and may be interested in continuing on deputation under Non-Central Staffing Scheme (Director Level) subject to 'No Objection Certificate' from DoP&T.

Desirable Experience:

1. Experience of Implementation/Management of Projects, handling of matters relating to Budget, Accounts, Administration, Procurement of goods and services, etc.
2. One post involves, inter-alia, handling of legal matters against which candidates, possessing a degree in Law from a recognized University with adequate experience in handling legal matters shall be given preference.

2. Period and other terms and conditions of deputation:

The initial period of deputation shall be for three years extendable by a further period of two years as per Department of Personnel & Training O.M.No.6/8/2009-Estt. (Pay-II) dated 17.06.2010. The terms and conditions of deputation will be governed by the DoP&T's aforementioned O.M. of 17.6.2010 and Government of India's instructions issued from time to time on the subject.

Age Limit

The maximum age limit for appointment on deputation shall be 56 years as on the date of closing of the application.

2
16/6/16
NIC (Ms. Shethara)

Eligibility for Government Accommodation

The officer appointed in the UIDAI will be eligible for General pool Residential Accommodation at par with Central Government employees.

3. Eligible and willing candidate may apply through proper channel in prescribed format – Annexure I. Cadre authorities/Head of Departments are requested to forward applications of eligible and willing candidates whose services can be spared on deputation immediately on their selection. The applications of only such officers would be considered that are routed through proper channel and are accompanied by following documents:

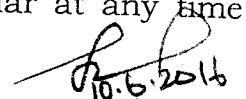
- i. Application in prescribed proforma – **Annexure I**.
- ii. Cadre Clearance Certificate from the Controlling Authority
- iii. Statement giving detail of Major/Minor penalties, imposed upon the Officer, if any, during the last ten (10) years **Annexure II**
- iv. Vigilance Clearance/Integrity Certificate (**Annexure II**)
- v. Photocopies of the ACRs/APARs for the last five (5) years duly attested on each page by an officer not below the level of Under Secretary or equivalent (**Annexure II**).

4. While forwarding the application it may also be verified and certified by the cadre controlling authority that the particulars furnished by the applicant are correct (**Annexure II**)

5. The applications of suitable and eligible officers complete in all respect, in the prescribed format (Annexure-I), alongwith documents listed in para 3 above may be forwarded to **ADG (Estt), Unique Identification Authority of India (UIDAI), 2nd Floor, Tower 1, Jeevan Bharti Building, Connaught Circus, New Delhi-110001. The last date for receipt of applications complete in all respect is 18.07.2016.** Candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

6. Applications received after the last date or otherwise found incomplete shall not be entertained.

7. UIDAI reserves the right to withdraw the vacancy circular at any time without assigning any reasons.


(S.D Sharma)

Assistant Director General (Estt)

Tel: 23466869

To,

1. All Ministries/Departments of the Govt of India, It is requested that the vacancy may be given wide publicity in the attached & subordinate Offices under them.
2. All the State Governments, including Union Territories are requested to give wide publicity to the vacancy in their various Departments/Offices.
3. All Public Sectors Undertaking/Statutory or Autonomous Organisations/O/o JS Trg. & CAO/AIR HQ/NAVY HQ/Head (HRD) Bureau of Indian Standards, New Delhi.
- ✓ 4. Deputy Secretary (MM-I), (Shri J. Srinivasan), Deptt of Personnel & Training, Office of the Establishment Officer, North Block, New Delhi- with the request to upload the enclosed vacancy circular on the DoP&T's website.
5. Media Division, UIDAI HQ, for publication of above advertisement in National Dailies.

APPLICATION FOR THE POST OF ADG (DIRECTOR LEVEL) IN HQ, NEW DELHI

Paste your recent Passport Size Photographs

1. Name of applicant with Complete Office Address, e-mail & Telephone No. (in Block letters)
2. Date of Birth (in Christian era)
3. Date of retirement under Central/State Govt. Rules
4. Educational Qualifications
5. Whether belongs to Organised Gr. A Service Yes/No
If Yes, then mention Name of Service and Batch
6. 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

		Qualification/Experience required	Qualification/Experience possessed by the Officer
Essential	(1)		
	(2)		
	(3)		
Desirable	(1)		
	(2)		

7. Post held on regular (i.e. substantive) basis and the date from which held with pay scale

8. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post

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

<u>Office/Instt/Orgn</u>	<u>Post held From To Scale of pay and basic pay</u>	<u>Nature of duties</u>

10. Nature of present employment, i.e. adhoc or temporary or permanent

- 11. In case the present employment is held on deputation/contract basis, please state
 - (a) The date of initial appointment
 - (b) The period of appointment on deputation/contract
 - (c) Name of the parent office/organization to which you belong

- 12. Training/Courses attended

- 13. Additional details about your present employment
Please state whether working under:
 - i. Central Government
 - ii. State Government
 - iii. Autonomous Organizations
 - iv. Government Undertakings
 - v. Universities

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

Date:

(SIGNATURE)
Mobile No. : _____
Office Tel.No. : _____

Certified that the service particulars given by the applicant have been verified from his/her service records and found to be correct.

Signature with seal of the Competent Authority

To be filled up by the cadre controlling authority

Office of

F.No.....

Date:.....

1. The applicant, if selected, will be relieved immediately
2. Certified that the particulars furnished by the officer have been checked from available records and found correct.
3. Certified that the applicant is eligible for the post applied as per conditions mentioned in the circular/advertisement.
4. Integrity of the applicant is certified as 'Beyond Doubt'.
5. No Vigilance case is pending/contemplated against the Officer
6. It is certified that no penalty has been imposed on the applicant during the last 10 years (Alternatively, penalty statement during the last 10 years may be enclosed).
7. Attested photocopies of up-to-date ACRs/APARs for the last 5 years are enclosed. Photocopies of ACRs/APARs have been attested on each page by an officer not below the rank of Under Secretary or equivalent.

Signature.....

Name, Designation & Tele of the forwarding officer

(Office Stamp)

Date:

Place:

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Ministry of Communications & IT
Department of Electronics & Information Technology (DeitY)
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2nd Floor, Tower – I, Jeevan Bharti Building
Connaught Circus, New Delhi – 110001

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**Vacancy circular for filling up the two posts of Assistant Director General
(Director Level) on deputation basis at UIDAI HQ, New Delhi**

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Unique Identification Authority of India (UIDAI), invites application for filling up two posts of Assistant Director General (ADG) (Director level) in its HQ, New Delhi in Pay Band IV (Rs. 37400-67000) plus Grade Pay of Rs. 8700/- on deputation basis.

2. The application may be furnished in the prescribed proforma and forwarded to ADG (Estt), Unique Identification Authority of India 2nd Floor, Tower-I, Jeevan Bharti Building Connaught Circus, New Delhi -110001. The last date for receipt of applications complete in all respects is 18.07.2016.

3. Application received after the last date or otherwise found incomplete shall not be considered. Further details may be obtained from the website www.uidai.gov.in.

Assistant Director General (Estt.)

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सं. ए-12013/21/एडीजी (डी)/10-भा.वि.प.प्रा. (खंड 6)
भारत सरकार
संचार एवं सूचना प्रौद्योगिकी मंत्रालय
इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी विभाग (डीईआईटीवाई)
भारतीय विशिष्ट पहचान प्राधिकरण (यूआईडीएआई)
जीवन भारती भवन, टॉवर-1, द्वितीय तल,
कनॉट सर्कस, नई दिल्ली-110001

विषय: भारतीय विशिष्ट पहचान प्राधिकरण (यूआईडीएआई) के मुख्यालय, नई दिल्ली में, सहायक महानिदेशक (निदेशक स्तर) के दो पदों को प्रतिनियुक्ति के आधार पर भरने हेतु रिक्ति परिपत्र।

भारतीय विशिष्ट पहचान प्राधिकरण (यूआईडीएआई) अपने मुख्यालय, नई दिल्ली में (निदेशक स्तर में) सहायक महानिदेशक के दो पदों को भरने का इच्छुक है। इस पद का वेतन बैंड-IV (रुपये 37400-67000) + वेतन ग्रेड 8700/- रुपये है।

2. निर्धारित प्रपत्र में आवेदन सहायक महानिदेशक (स्थापना), भारतीय विशिष्ट पहचान प्राधिकरण (यूआईडीएआई), जीवन भारती भवन, टॉवर-1, द्वितीय तल, कनॉट सर्कस, नई दिल्ली-110001 को भेजा जा सकता है। सभी तरह से परिपूर्ण आवेदन पत्र प्राप्त करने की अंतिम तिथि 18.07.2016 है।

3. आवेदन प्राप्त करने की अंतिम तिथि के बाद प्राप्त या अधूरे पाए गए आवेदन पत्रों पर विचार नहीं किया जाएगा। विस्तृत जानकारी के लिए कृपया हमारी वेबसाइट www.uidai.gov.in देखें।

सहायक महानिदेशक (स्थापना)