

**GOVERNMENT OF INDIA**  
**MINISTRY OF HUMAN RESOURCE DEVELOPMENT**  
**Department of Higher Education**

**Applications are invited for the post of Secretary, Auroville Foundation in the Pay Scale Rs.37,400-67,000/- (Grade pay Rs.10,000/-)**

The post shall have a tenure of three years extendable by another 3 years or upto the attainment of age of 65 years, whichever is earlier. The age limit for a person outsourced from open market and/or appointed on contract basis shall be 62 years. For deputation/Foreign Service age limit shall be 56 years. Date for computing age shall be the closing date for receipt of application as notified.

**Job description:**

The Secretary is the Principal Executive Officer of the Auroville Foundation and functions under the Chairman of Governing Board of Auroville Foundation.

**Eligibility conditions:**

1. Officers of the Services under the Union, the States and the Union Territories holding posts corresponding to that of Joint Secretary in the Central Government in the parent cadre/department on regular basis for a minimum period of 3 years;
2. Officers serving on the establishment of Auroville Foundation in posts corresponding to that of Director/Deputy Secretary in the Central Government on regular basis for a minimum period of 8 years;
3. Persons serving in the Universities recognized by the Central Government, the institutions declared by the Central Government as "Deemed Universities" and the institutions recognized by the Central Government as institutions of higher education, research and training in analogous posts on regular basis for a minimum period of 3 years;
4. Persons having superannuated on having attained the prescribed age of retirement or who have retired honourably on voluntary basis from (1) services under the Union, the States and the Union Territories and (2) Universities, Deemed Universities and recognized institutions of higher education, research and training' and
- (5) Persons serving in institutions of higher learning, research and/or training other than those mentioned in sub-para (1) supra.
- (6) Possessing 10 years of working experience in administration including financial administration or 10 years of teaching and or research and administrative experience as Reader or in equivalent post.

For further details, please log on to:

Website: [www.education.nic.in](http://www.education.nic.in)

The interested candidates may apply to the Deputy Secretary (ICC), Ministry of Human Resource Development, Department of Higher Education, Room No 211 – C Wing, 2<sup>nd</sup> Floor, Shastri Bhawan, New Delhi-110 115.

**Closing date for receipt of applications is 1<sup>st</sup> August, 2011**

**MINISTRY OF HUMAN RESOURCE DEVELOPMENT**

(Department of Higher Education)

(UNESCO Unit)

New Delhi, the 21st March, 2011

**G.S.R. 102.**—In exercise of the powers conferred by Section 31(1) read with Section 15(2) of the Auroville Foundation Act, 1988 (No. 54 of 1988), the Central Government hereby makes the following rules regulating the method of recruitment to the post of Secretary, Auroville Foundation, a Statutory Body under the administrative control of the Ministry of Human Resource Development (Department of Higher Education), namely :—

**1. Short title and commencement.**—(1) These rules may be called the Recruitment Rules, 2011 for the post of Secretary, Auroville Foundation.

(2) It shall come into force on the date of their publication in the Official Gazette.

**2. Number of posts, classification and Scale of pay.**—The number of the said post, its classification and the scale of pay attached thereto shall be as specified in columns (2) to (4) of the Schedule annexed hereto.

**3. (a) Method of recruitment, age limit and qualification, etc.**—The method of recruitment, age limit, qualifications and other matters relating to the said post shall be as specified in columns (5) to (14) of the said Schedule.

**3. (b) The Recruitment will be made on the recommendation of Search and Selection Committee as under :**

Secretary (HE)	—Chairperson
AS and FA, Department of Higher Education	—Member
Additional Secretary, DOPT	—Member
Joint Secretary (ICC)	—Member

**4. Disqualification.**—No person, —

(a) who has entered into or contracted a marriage with a person having a spouse living; or

(b) who, having a spouse living, has entered into or contracted a marriage with any person,

shall be eligible for appointment to the said post :

Provided that the Central Government may, if satisfied that such marriage and that is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

**5. Power to relax.**—Where the Central Government is of the opinion that is necessary or expedient so to do so, it may, by order, for reasons to be recorded in writing and whichever necessary, as may be prescribed from time to time, relax any of the provisions of these rules with respect to any class or category of persons.

**SCHEDULE**

**Recruitment Rules for the Post of Secretary, Auroville Foundation**

Name of the post	Number of posts	Classification	Scale of Pay	Whether selection post or non-selection post	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension) Rules, 1972	Age limit for direct recruit
(1)	(2)	(3)	(4)	(5)	(6)	(7)
Secretary	1	Not applicable	Pay Band-4, Rs. 37400—67000 plus Grade Pay Rs. 10000	Not applicable	Not applicable	Not applicable

Educational and other qualifications required for direct recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	if any of probation,
(8)	(9)	(10)
Not applicable	Not applicable	Not applicable

Method of recruitment, Whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	In case of recruitment by promotion/deputation/absorption grades from which promotion/deputation/absorption is to be made
(11)	(12)

By deputation from Services under the Union, the States and the Union Territories or by promotion from the cadre of officers of Auroville Foundation or in Foreign Service terms from Universities, Deemed Universities or Institutions of higher education, research and training or by outsourcing on contract basis from open market or a combination of two or all of these methods of recruitment as decided by the Central Government from time to time.

**Methods of recruitment—**

**Composite method of recruitment :**

**1. Deputation :**

Officers of the Services under the Union, the States and the Union Territories holding posts corresponding to that of Joint Secretary in the Central Government in the parent cadre/department on regular basis for a minimum period of 3 years;

**2. Promotion :**

Officers serving on the establishment of Auroville Foundation in posts corresponding to that of Director/Deputy Secretary in the Central Government on regular basis for a minimum period of 8 years';

**3. On Foreign Service :**

Persons serving in the Universities recognized by the Central Government, the institutions declared by the Central Government as "Deemed Universities" and the institutions recognized by the Central Government as institutions of higher education, research and training in analogous posts on regular basis for a minimum period of 3 years';

**4. On Contract Basis :**

(a) Persons having superannuated on having attained the prescribed age of retirement or have retired honourably on voluntary basis from (1) services under the Union the States and the Union Territories and (2) Universities, Deemed Universities and recognized institutions of higher education, research and training; and

(b) Persons serving in institutions of higher learning, research and/or training other than those mentioned in sub-para (a) supra.

**Qualifications—**

**1. Essential :**

Possess a minimum of 10 years of working experience in administration including financial administration or 10 years of teaching and or research and administrative experience as Reader or in equivalent post in an approved university or an approved institution of higher learning, and/or training.

**2. Desirable :**

Possess understanding and belief in the ideals of life-long education and human unity.

**Tenure of Office—**

1. In the case of an officer on deputation, the period of deputation, including the period of deputation in another similar posts held immediately preceding this appointment in the Central Government's any other organization/department shall not exceed 3 years extendable by another three years or 65 years of age, whichever is earlier;
2. In the case of an officer on promotion, the tenure of office will be co-terminus with the prescribed date of superannuation;
3. In the case of an officer on Foreign Service, the tenure of office shall not exceed three years extendable by another three years or 65 years of age, whichever is earlier; and
4. In the case of person outsourced from open market on contract basis, the tenure office shall not exceed 3 years extendable by another three years or 65 years of age, whichever is earlier.

**Age Limit**

1. The maximum of age limit for appointment in the case of persons appointed on deputation or on Foreign Service shall be 56 years of age; and
2. The Maximum age limit for a person outsourced from open market and or appointed on contract basis shall be 62 years of age.

**Note:** The date of computing the age of the candidate, in every case, shall be the closing date for the receipt of the application as notified.

If DPC exists, what is its composition

Circumstances in which UPSC is to be consulted in making recruitment

(13)

(14)

Not applicable

Not applicable.

[F.No. 27-14/2009-UU]  
AMITKHARE, Jt. Secy.