



SOFTWARE TECHNOLOGY PARKS OF INDIA

(An Autonomous Society under Department of Information Technology,
Ministry of Communications & IT, Govt. of India)
Electronics Niketan 6, CGO Complex, Lodhi Road, New Delhi-110 003
Ph.: 011-24362811, 24363187, URL : www.stpi.in

Employment Notice

STPI/HQ/IA /2010

Software Technology Parks of India (STPI) is providing Statutory Services to the exporters under STP/EHTP scheme, extending infrastructural facilities including High Speed Internet and IPLC links and administering the IT/ITES SEZs. STPI at present has 51 centres at different locations in the country.

2. The society is looking for an experienced and dynamic professional for the position of Chief Executive, who would Head the organization. The details of the post are as follows:-

- | | | |
|-----------------------------------|---|--|
| (i) Post | : | Director General |
| (ii) No. of Post | : | 01 |
| (iii) Pay Band/Scale | : | HAG Scale Rs. 67000(annual increment @3%)-79000 |
| (iv) Method of Recruitment | : | Direct Recruitment/absorption/deputation. The appointment would be for a tenure not exceeding five(5) years or till date of retirement on superannuation, whichever is earlier |
| (v) Age limit for Direct Recruits | : | Not more than 50 years (as on the prescribed last date of receipt of applications)
(Relaxation of age is applicable as per Govt. of India Rules). |

3. Essential Educational Qualification and Experience :

I. For Direct Recruits –

Essential Educational Qualifications :

- Bachelor Degree in Engineering / Technology in Electronics, Computer Science with 25 years experience **OR** Masters Degree in Engineering / Technology in Electronics, Electricals, Electronics & Communications, Telecommunication, Computer Science or equivalent with 20 years experience **OR** Ph.D in the relevant field with 15 years of experience.
- The candidate must have wide experience in project management out of which at least 5 years experience should be in managing Telecom/Datacom projects with exposure to latest state-of-the-art technologies and international trends in the sector.

Desirable Experience :

- Handling of export promotion schemes with thorough knowledge of Govt. of India policies and programmes
- Experience in Corporate Management.

II. For Absorption/Deputation

In case of Absorption/Deputation of officers of Central / State Govt./PSUs/Autonomous bodies.

- a. holding analogous post on regular basis;

OR

having 5 years regular service in the Pay Band of Rs. 37400-67000 with the Grade Pay of Rs. 10000 (Rs. 18400-500-22400/- Pre-revised)

- b. Possessing the qualifications prescribed for direct recruitment as above.

4. Job Responsibility:

- i) The Director General shall be responsible for overall management and running of the STPI under the overall guidance of the Governing Council.
- ii) Director General shall be the Member Secretary of the Governing Council.
- iii) The Director General shall exercise such executive and financial powers as contained in the STPI charter or delegated to him by the Governing Council.
- iv) The Director General may delegate some of his powers, functions and duties to subordinate levels.

5. GENERAL:

Candidates meeting the above eligibility criteria may send their applications complete in all respects in the prescribed proforma (Annexure) alongwith the attested copies of certificates relating to qualifications, date of birth, experience certificate, caste certificate etc. by the last date prescribed for receipt of applications, in an envelope superscribed as "**Application for the post of DG, STPI**" and addressed to **Joint Director, ABC Division, Department of Information Technology, Electronics Niketan, 6, CGO Complex, Lodhi Road, New Delhi-110 003.**

Persons working in Central/ State Government/PSUs/Autonomous organizations may send their applications **through proper channel** alongwith photocopies of ACRs of the last five years duly attested by an officer not below the rank of Under Secretary or equivalent and vigilance/disciplinary clearance. The integrity of the officer may also be certified alongwith a certificate that no minor/major penalty has been imposed on him. Applications received directly shall not be entertained.

Last Date of receipt of applications : Within **45 days** of the publication of this advertisement in the Employment News.

Note:

- 1) Applications which are not in conformity with the requirement indicated in the advertisement are liable to be rejected.
- 2) Only shortlisted candidates will be called for interview.
- 3) Fulfilling all requirements as laid down in the advertisement does not necessarily qualify a candidate to be called for interview.

Chief Admn. Officer

**Software Technology Parks of India
New Delhi**

Application for the post of Director General, STPI

PART-I

PROFORMA FOR APPLICATION

1. Name in Full :
 2. Father's Name :
 3. Gender (Male/Female) :
 4. Nationality :
 5. Date of Birth (Proof of age shall be enclosed) :
- Age _____ Y _____ M _____ D
(As on _____)
6. Marital Status :
 7. Whether belongs to SC/ST/OBC/PH/General :
(Proof shall be enclosed in case of SC/ST/OBC/PH)
 8. Permanent Address :
 9. Address for Correspondence :
(with Telephone Nos.)

Affix one copy
of recent
passport size
photograph

_____ Office
_____ Residence
_____ e-mail ID

10. Academic/Professional Qualifications :

Name of the Instt./Board / University	Year of Passing	Exam/ Degree	Subjects	Percentage of marks in aggregate and Division

11. Field of Specialization, Resume of Research Work and Publications, if any (one set of reprints to be furnished, if available)

12. Employment History in chronological order (including training):

Name of the Organization	Designation/ Pay scale	Year		Job Description
		From	To	

13. Professional experience (please give full details) :

14. Special achievements (please give details) :
15. Details of Research work and Publications
(one set of reprints to be furnished, if available) :
16. Details of present employment :
- i) Designation :
 - ii) Date from which held :
 - iii) Scale of the pay of the post :
 - iv) Whether present post is held on regular/tenure/
deputation or adhoc basis and since when :
 - v) If on deputation, details of post held on regular
basis/scale of pay and since when :
 - vi) Name of the organization with full address
indicating name and designation of the contact
person and Telephone and Fax Nos. :
 - vii) Category of the Organisation :
 - a) Government/State Government
 - b) PSU/Autonomous Body
 - c) Private
17. Whether applying on Direct Recruitment or Absorption or Deputation basis :
18. Any other information :

Declaration : I hereby solemnly declare that all the above statements are true and correct to the best of my knowledge and belief.

Place: _____ Signature _____
Date: _____ Name of the applicant _____
Tel. No & e-mail Id _____

PART-II

(To be filled in by the Competent Authority in the case of candidates who are presently working in Government /PSUs/Autonomous Organizations only)

Certified that :

- i) The information given above by the officer is correct.
- ii) No vigilance/disciplinary proceedings are either pending or contemplated against the above mentioned officer.

Date _____ Signature _____
Name & Designation _____
Department _____