

No.L-12011/1/2013-I&P  
Government of India  
Ministry of Agriculture  
(Department of Agriculture & Cooperation)

Krishi Bhawan, New Delhi  
Dated, the 1<sup>st</sup> March, 2013

To,

The Chief Secretary  
All State Governments / Union Territory Administrations

Subject: Filling up one post of Deputy Managing Director (DMD) in the pay scale of (Rs.37400-67000) with Grade Pay of Rs.8900/- (PB-4) (pre-revised Rs.16400-450-20900/-) in the National Cooperative Development Corporation (NCDC), New Delhi on deputation basis – regarding.

Sir,

I am directed to invite applications from eligible and suitable officials for filling up one post of the Deputy Managing Director (Dy. MD) in PB-4, Rs.37400-67000/- with a Grade Pay of Rs.8900/- by deputation in the National Cooperative Development Corporation (NCDC), New Delhi, a statutory Corporation established by the Central Govt. under the Ministry of Agriculture, Department of Agriculture & Cooperation. Details of the post, eligibility conditions etc. are given in the Annexure-I. The pay of the officer selected for appointment on deputation basis shall be regulated in terms of DoPT's OM No. 2/29/91-Estt. (pay II). dated 5.1.1994 as amended from time to time.

2. Applications of only such officers will be considered which are routed through proper channel and are accompanied by (i) bio-data (in duplicate) as in the proforma given in Annexure II, (ii) Photocopies of ACRs for the last five years attested by an officer not below the rank of Under Secretary to the Government of India/equivalent, (iii) vigilance clearance/integrity Certificate, and (iv) statement giving details of major or minor penalties imposed on the officer, if any, during the past ten years.

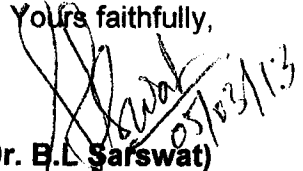
3. It is requested that this may be circulated to the eligible officers of the State Government/Autonomous/Statutory Organizations of the rank of Deputy Secretary/Director to the Govt. of India or equivalent. Applications of suitable and eligible officers who can be spared immediately in the event of selection may be sent to Deputy Director (C/C), Department of Agriculture & Cooperation, Ministry of Agriculture, Room No. 388, Krishi Bhawan, New Delhi-110001, so that the same may reach within a period of 45 (forty five) days from the date of publication of this vacancy in Employment News.

4. Advance copies of the application or those received after the prescribed closing date or not accompanied with the required certificate/documents are liable to be rejected.

5. The vacancy circular may also be visited on the website of the Department of Agriculture and Cooperation and National Cooperative Development Corporation (NCDC).

Yours faithfully,

Enclosures: Annexure-I&II


  
(Dr. B.L. Sarswat)  
Deputy Director(C/C)  
Tele No.: 23384079

Copy for information and necessary action to:-

- (i) All Ministries / Departments of the Government of India. It is requested that the vacancy may please be given wide publicity in their Offices attached and Subordinate Offices / Autonomous / Statutory Organization under their administrative control.
- (ii) All attached and Subordinate Offices Autonomous / Statutory Organizations of the Department of Agriculture & Cooperation.
- (iii) Establishment Officer, DOPT, North Block, New Delhi.
- (iv) The Managing Director, NCDC, New Delhi for putting the vacancy circular on its website.
- (v) Senior Technical Director, NIC. It is requested to post the contents of the vacancy circular along with the Annexures on the website of the Department of Agriculture & Cooperation.
- (vi) Facilitation Centre, Department of Agriculture & Cooperation.

Copy for information to:-

- (i) PS to Hon'ble AM
- (ii) PS to Hon'ble MOS (A)
- (iii) Sr. PPS to Secretary(A&C), DAC
- (iv) Sr. PPS to Special Secretary (AKT) / Special Secretary (SH), DAC.
- (v) PPS to Additional Secretary (DK), DAC
- (vi) PPS to AS&FA, DAC
- (vii) PPS to all Additional Secretaries, DAC
- (viii) JS(Credit & Cooperation)
- (ix) All Joint Secretaries of DAC
- (x) Guard file / Spare copies / Notice Board.

  
(Dr. B.L. Sarswat)  
Deputy Director(C/C)  
Tele No.: 23384079

1. Name of the Post : Deputy Managing Director (DMD), Group 'A'
2. Number of Post : 1 (one)
3. Pay Scale : PB 4 ( Rs. 37400-67000/-) with Grade Pay Rs. 8900/-  
(pre-revised Rs. 16400-450-20900/-).
4. Age Limit : The maximum age limit for appointment by transfer on deputation including short term contract/transfer shall be, not exceeding 55 years as on the closing date of receipt of applications.
5. Eligibility Conditions: a) Officer of the Central/State Govt./UTs/Public Sector Undertakings/Autonomous/Statutory Organizations of the rank of Deputy Secretary/Director to the GOI, or equivalent.  
  
b) Possessing experience in the field of Cooperation and Administration.
6. Place of Posting : New Delhi
7. Period of Deputation: Including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department or the Central Govt. shall ordinarily not to exceed 5 (Five) years. The maximum age limit for appointment by transfer on deputation (including short-term contract)/transfer shall be, not exceeding 55 years, as on the closing date of receipt of applications.

  
05/03/13

**Curriculum Vitae Performa**

1. Name and Address (in Block letters),
2. Date of Birth (in Christian era),
3. Date of retirement under Central/State Govt. Rules,
4. Educational Qualifications,
5. Please State clearly whether in the light of entries made by you above, you meet the requirements of the post,
6. 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	From	To	Scale of Pay and Basic Pay	Nature of Duties (in details)
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7. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent.
8. In case, the present employment is held on deputation basis, please state:
  - a) The date of initial appointment,
  - b) Period of appointment on deputation.
  - c) Name of the parent office/organization to which you belong.
9. Additional details about present employment. Please state whether working under (indicate the name of your employer against the relevant column).
  - a) Central Govt.
  - b) State Govt.
  - c) Autonomous Organization
  - d) Govt. Undertaking
  - e) Others
10. Are you in the Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.
11. Total emoluments per months now drawn.
12. Additional information, if any, which you would like to mention in support of your suitability for the post.
13. Whether belongs to SC/CT.

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Date

Signature of the Candidate

**FOR THE USE OF FORWARDING DEPARTMENT/OFFICE ONLY**

1.	Whether the officer meets Eligibility requirement as on the crucial date of eligibility.	Yes/No
2.(a)(i)	Whether any vigilance/s are pending or Contemplated against the Officer,	Yes/No
(ii)	If yes, please give details,	
(b)(i)	Whether any penalty has been imposed on the proposed officer in the past ten years,	Yes/No
(ii)	If so, please give details,	
(iii)	Indicate (if any) penalty is in operation as on date.	

Date

Signature  
Name  
Designation