## F. No. 3-9/2008-NCMEI Government of India National Commission for Minority Educational Institutions

Gate No. 4, 1<sup>st</sup> Floor, Jeevan Tara Bulloing Parliamen/Street, Patel Chowk, New Dale

Dated: 18.3.2914

## OFFICE MEMORANDUM

Subject: Filling up of one post of Deputy Secretary in the National Commission for Minority Educational Institutions- reg.

It is proposed to fill up one post of Deputy Secretary (PB-3; Grade Pay-7,600) in the National Commission for Minority Educational Institutions on deputation basis on terms % conditions of foreign service for a period of three years or till further orders, whicheve he earlier.

2. The post was advertised on 24.2.2014 and put in the website of DOP&T & NOME requesting interested and eligible officers to apply within 30 days from the date of issue of O.M. The date is now extended till 15<sup>th</sup> April 2014.

of a value To

(RITA CHATTERJEE) SECRETARY

Tel: 23367759; Fax: 23343760

1. All Ministries/ Department of the Government of India.

- 2. DS (MC)/ US (MC), Department of Higher Education, Ministry of HRD, Shastri Bharer New Delhi along with 50 copies with the request to get the same circulated in sectional divisions of the MoHRD and also to send to CS Division for posting in DOP&T Website.
- Director (CS Div.), Deptt. of Pers. & Trg., Lok Nayak Bhawan, New Delhi with the request to circulate the vacancy amongst all cadre units of CSS through website of the DoP&T.
- 4. Website of the Commission- www.ncmei.gov.in

PPLI	CATION FOR THE POST OF		هن بين بالمناب المناب
1.	Name	:	**************************************
2.	Postal Address	:	
	(i) Office (ii) Residence (iii) Telephone No. (iv) E-mail ID.		
3.	Date of Birth	:	
4.	Service to which belongs	**************************************	AND THE RESIDENCE OF THE PROPERTY OF THE PROPE
5.	Date of entry in Central Government	;	And the second of the second o
6.	Date of retirement under Central Govt.	:	Annual Calaboration of the Control o
7.	Educational Qualifications	***************************************	ing day region accounts and constant accounts for the second of the seco
8.	Present post held in a substantive capacity, date from which held and the scale of pay therein:	:	
	(i) Present post held (ii) Date from which held (iii) Scale of Pay (iv) Basic Pay Drawn (v) Date of Next increment		
9.	Work Experience (Admn./ Accounts & Finance)	•	
10.	Details of past service	:	naciones e de la composition della composition d
11.	Whether belongs of SC/ ST	•	A CONTRACTOR OF THE CONTRACTOR
12.	Remarks	:	vaganing kanggapanan di kandinasis di distribusioni Mara Mara distribusi di Conflicta (No. 1877-1919) (No. 1970-1919)
Date:			(Signature of appfea া
Place:	Certifica	te	
correct	ed that particulars given above have beer It is also certified that no disciplinary/vigilar	 ı veri	fied from service records and found asset is pending or contemplated against
			Signature and name of Head of Colors with office section

A POPULATION AND AND AND AND AND AND AND AND AND AN	Name of the Post	Scale of Pay	No. of Post	Eligibility Criteria
<b>I</b>	Deputy Secretary	Pay Band-3, (Rs. 15,600- 39,100) Grade Pay- Rs. 7,600/-	1	Officer under the Central Government  (i) holding analogous post on require basis in the parent cadre/ depth of the pay scale of Rs. 10,000-45,,000 (Pre-revised)/ Pay Band-3 of Rs. 15,600-39,100/- with Grade Ray To 6,600/  (iii) Possessing at least 3 year experience in administration establishment, finance accounts matter.  (iv) Age limit should not be excess to 56 years as on the receipting and controlled the receipting services.

Note: The eligibility criteria may be relaxed if the candidate is otherwise found suitable.

## F. No. 3-5/2013-NCME! Government of India National Commission for Minority Educational Institutions

Gate No. 4, 1<sup>st</sup> Floor, Jeevan Tara Europe Parliament Street, Patel Chowk, New 1988

(RITA CHATTERJES) SECRETARY

Dated: 19.3,2015

## OFFICE MEMORANDUM

Subject:

Filling up of one post each of Section Officer, Assistant and Account in the National Commission for Minerity Educational Institutions- requirements

It is proposed to fill up one post each of Section Officer (PB-2, GP-4600), Assize to (PB-2, GP-4200) and Accountant (PB-2, GP-4200) in the National Commission for Metallic Educational Institutions, an autonomous body under the Ministry of Human Research Development, Government of India on deputation basis on terms & conditions of former service for a period of three years or till further orders, whichever is earlier.

2. The posts were advertised on 7.2.2014 and put in the website of DOP&T & NOLOTE requesting interested and eligible officers to apply within 30 days from the date of issue of O.M. The date is now extended till 15<sup>th</sup> April 2014.

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Tet: 23367759; Fax: 233437.60

All Ministries/ Department of the Government of India.

DS (MC)/ US (MC), Department of Higher Education, Ministry of HRD, Shastri Bhases. New Delhi along with 50 copies with the request to get the same circulated in sectional divisions of the MoHRD.

- 3. Director (CS Div.), Deptt. of Pers. & Trg., Lok Nayak Bhawan, New Delhi williams request to circulate the vacancy amongst all cadre units of CSS through website of the DoP&T.
- 4. The Controller General of Accounts, Ministry of Finance, 7<sup>th</sup> Floor, Lok Nayak Bhowan. Khan Market, New Delhi.
- 5. Website of the Commission, www.ncmei.gov.in.

1	Name	:	
2.	Postal Address		
	(i) Office (ii) Residence (iii) Telephone No. (ii/) E-mail ID.		
 .s.	Date of Birth	:	
á.	Service to which belongs	:.	
5.	Date of entry in Central Government	:	
6.	Data of reilremont under Central Govt.	;	and the second s
7.	Educational Qualitications		
8.	Present post held in a substantive capacity, date from which held and the scale of pay therein:	:	
	(i) Present post held (ii) Date from which held (iii) Scale of Pay (iv) Basic Pay Drawn (v) Date of Next increment		
9.	Work Expenence (Admn./ Accounts & Finance)		
10.	Details of past service		
11.	Whether belongs of SC/ST	:	*
12.	Remarks		
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			(Signature of applic
rate: face:	. المعاد المحاد		
	Certificate		
orrect	d that particulars given above have been It is also certified that no disciplinary/vig t Shri	venfi iland	ed from service records and fo e case is pending or contemple
		*\$	ignature and name of Head of O' with office :

S. No	Name of the Post	Scale of Pay	Mo. of Post	Eligibility Criteria
1	Section Officer	Pay Band-2, (Rs.9300-3480 )) Grade Pay- Rs. 4,600/-	The state of the s	Officer under the Central Government  (i) holding analogous post on regree basis; or
:			**************************************	(ii) with 5 years regular service in Fig. pay band-2 with grade pay of the 4200.
	Assistem	Pay Band-2, (Rs.9300-34800) Grade Pay- Rs. 4,200/-	4	Officials under the Central Govt.  (i) holding analogous post on regulation basis; or  (ii) with 10 years regular service to pay band-1 with Grade pay or 2400.
3. 3. 1. 3.	Accountant	Pay Band-2 (9300-34800) Grade pay- Rs. 4200	1	Officers under the Central Government  (i) holding analogous post on regulations; or  (ii) with 5 years regular service in pay band-2 with Grade pay of \$12,000.

Most: The eligibility criteria may be relexed if the candidate is otherwise found suitable.