

File No. MoES-28/05/2009-Estt.  
Government of India  
Ministry of Earth Sciences,  
Block No.12, CGO Complex,  
Lodi Road, New Delhi

Dated 14<sup>th</sup> October , 2011

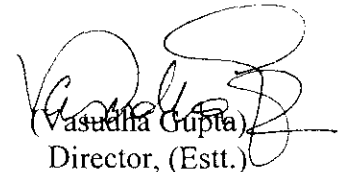
Subject:- **Filling up One (01) post of Director General of Meteorology in India Metrological Department in the Higher Administrative Grade ₹ 75500/- (Annual Increment @ 3%)-80,000 .**

Applications are invited for Filling up One (01) post of Director General of Meteorology in India Metrological Department in the Higher Administrative Grade ₹ 75500/- (Annual Increment @ 3%)-80,000 under the Ministry of Earth Sciences. It is proposed to fill up the post on regular basis.

2. The job description of the post is given in the **Annexure-I**.

3. It is requested that applications (in duplicate) in the enclosed proforma duly signed by the applicant and endorsed by the employer alongwith the complete and up-to-date Confidential Reports/APARs of last five years of the officers who fulfill the eligibility conditions and possess the essential/desirable qualifications/experience and who can be spared in the event of their selection may be sent to the undersigned within 30 days (45 days in case of remote areas) from the date of publication in the Employment News. In case original ACRs/APARs cannot be sent, photocopies of the ACRs/APARs for the last five/six years, duly attested by an officer not below the rank of Under Secretary may please be forwarded. Applications received directly or without signature of the applicant and endorsement by the employer or after the last date or without the Confidential Reports/APARs or otherwise found incomplete will not be considered. While forwarding the applications (in **Annexure-II**), it may be verified and certified that the particulars furnished by the officer are correct and that no disciplinary case is pending or contemplated against the officer and he/she not been awarded any major/minor penalty during the last 10 years. Integrity of the officer should also be certified.

4. Proforma for applying to the post and other details are also available on this office website [www.moes.gov.in](http://www.moes.gov.in).

  
(Vasudha Gupta)  
Director, (Estt.)

Tel No. 011-24306827

Annexure-I

JOB DESCRIPTION FOR THE POST OF DIRECTOR GENERAL METEOROLOGY

1. Name of the Post : Director General Meteorology
2. Status : Central Civil Services Group 'A' Gazetted
3. Scale of pay : Higher Administrative Grade ₹ 75500/-  
(Annual Increment @ 3%)-80,000)
4. Essential Qualification & Experience : i) Masters' degree in Science or degree in Engineering of a recognized University or equivalent with at least first class (60%).  
(ii) The candidates should have at least 20 years of post qualification experience in Research Development, Research Management in the field of Meteorology, Atmospheric or Earth Sciences.
- Note:** The qualification(s) regarding experience is/are relaxable at the discretion of the Competent Authority in the case of candidates belonging to the Schedule Castes and Scheduled Tribes if at any stage of selection, the Secretary, Ministry of Earth Sciences is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.
5. Desirable : A doctorate Degree in Meteorology, Atmospheric or Earth Sciences, from a recognized University/Institute or equivalent
6. Age limit : Not exceeding 58 years  
**Note:** The crucial date for determining the age limit shall be the closing date for receipt of application from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Sikkim, Ladakh Division of Jammu & Kashmir states, Lahaul and spiti District and pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands or Lakshadweep
7. Location of the post : Headquarter Office, New Delhi

Annexure-II

**APPLICATION FORM**

1. Name and address in Block letters:
2. Date of Birth (in Christian era):
3. Date of retirement under Central/State Govt. Rules. :
4. Address/E-mail/Mobile No :
5. Educational Qualifications:
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).

S.N.	Qualifications/ Experience required	Qualifications, Experience Possessed by the Officer

7. Please state clearly whether in the light of entries made by you above, you meet the requirement of the post.
8. Details of Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

S.N.	Office/Instt./Orgn.	Post Held	From	To	Scale of pay & Basis Pay	Nature of duties

9. Nature of present employment i.e. ad-hoc or Temporary or quasi-permanent or permanent.
10. In case the **present employment** is held on Deputation/contract basis, please state
  - (a) The date of initial appointment
  - (b) Period of appointment on deputation/ Contract.
  - c. Name of the parent office/Organisation/ Service to whom you belong.

11. Additional details about **present employment:**

Please state whether working under:

- (a) Central Government.
- (b) State Government.
- (c) Central Autonomous Organisation.
- (d) Central Government Undertakings.
- (e) Universities.

12. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.

13. Total emoluments per month now drawn.

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

15. Whether belongs to SC/ST/OBC.

16. Remarks (If any)

Date :

Signature of the candidate

Address and Tele. No.

**Endorsement by Employer**

The particulars mentioned by the applicant have been verified and found to be correct. It is certified that no disciplinary/vigilance case is pending/contemplate against him/her and he/she has not been awarded any major/minor penalty during the last 10 years. His up-to-date CR Dossier (including CARs/APARs for the last 5/6 years) is enclosed. Integrity of the officer is also certified.

Signature

Name & Designation

Complete address & Tele. No.