

**UNIQUE IDENTIFICATION AUTHORITY OF INDIA
PLANNING COMMISSION
Government of India
UIDAI Regional Office, Block-V, 1st Floor, HOUSEFED COMPLEX
Dispur, Guwahati-781006**

The Authority would like to fill up the following posts on deputation in UIDAI Regional Office, Guwahati as per the following requirements:

Name of the Post and Pay Scale with Grade Pay	No. of Posts	Eligibility Criteria	Desirable Qualification/Experience
Section Officer (Rs.9300-34800 + 4800)	01	i) Holding analogous post in the same scale of pay; or ii) Having five years' experience in the scale of Rs. 9300-34800 + 4200	2 years experience in Admin./Estt./budgeting/procurement/planning and policy formulation/implementation of Government schemes and projects. Excellent Computer skills.
Assistant (Rs.9300-34800 + 4200)	02	i) Holding analogous post in the same scale of pay; or ii) Having four years' experience in the scale of Rs. 5200-20200 + 2400	Excellent drafting, typing skills, Proficiency in computers. Experience in handling Administrative matters/budget/policy matters/implementation of Government schemes

Field of Selection: Officers of Central Government/State Governments/UTs/PSUs/Autonomous Bodies

Period and other terms and conditions of deputation: The initial period of deputation shall be for *three years* extendable by a further period of *two years* as per Department of Personnel & Training O.M. No.6/8/2009-Estt. (Pay-II) dated 17.06.10. The terms and conditions of deputation will be governed by the aforementioned DoP&T O.M. of 17.06.2010.

The maximum age of applicants for deputation shall not be exceeding 56 years as on the closing date of receipt of application.

Eligibility for Government Accommodation: The officer appointed in the UIDAI will be eligible for General Pool Residential Accommodation at par with Central Government employees.

Last date of receipt of applications complete in all respects: 21.10.2013.

Documents to be forwarded along with the application: The applications along with Cadre Clearance/Vigilance Clearance from Department and copies of five years ACRs/APARs duly attested by an officer of the level of Under Secretary should be forwarded through Parent Department in the prescribed format attached.

Address for communication: The applications may be forwarded to the Regional Office, Guwahati at the address given below:

**The Assistant Director General
UIDAI Regional Office, Block-V, 1st Floor,
Housefed Complex, Dispur, Guwahati-781006
Tel: 0361-2221819**

APPLICATION FORM

Application for the post of _____ in UIDAI, RO, Guwahati

Name	Date of Birth
Date of Joining	Date of Superannuation
Parent Cadre	Service & Batch
Present Post	Present Station of posting

Details of the present post held

PB & Grade Pay of the post BP as on date of application GP as on date of application	
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Details of the posts held during last 10 years

Post held with office details	From To	Brief job responsibilities	Pay scale (PB+GP) granted

Details of the Qualifications (Graduation onwards)

Qualification	University	Academic Year	% of Div. achieved

Details of the Trainings undergone

Name of the Trg.	Institute imparting Trg.	Period	Year	Area of Trg.

Whether the eligibility criteria are met or not

Analogous post/scale		Yes/No
One-below post/scale	Yes/No	Held since when

Certified that the above furnished information is correct as per the Service records.

Signature of the candidate

- Note: i) The above application is to be forwarded through Parent Department/Organisation along with Cadre Clearance/Vigilance Clearance and copies of five years ACRs duly attested.
ii) Applications not forwarded through Parent Department/Organisation along with requisite documents will not be considered.
iii) Only serving officers of Central Govt./State Govt./UTs/PSUs/Autonomous Bodies are eligible to apply.