

UIDAI/Mum/1/1/2015-Pers-IX/549
GOVERNMENT OF INDIA
Ministry of Communication & IT
Department of Electronics & Information Technology
Unique Identification Authority of India
Regional Office Mumbai
7th Floor, MTNL Exchange
G.D. Somani Marg, Cuffe Parade, Mumbai - 400 005

Dated -15.07.2016

OFFICE MEMORANDUM

Subject: Filling up of various positions in Unique Identification Authority of India (UIDAI), Regional Office, Mumbai on deputation basis.

The **Unique Identification Authority of India** (UIDAI) is in the process of filling up various posts on deputation basis for its Regional Office at Mumbai.

2. The initial period of deputation shall be for three years extendable by a further period of two years as per GOI, DOPT OM No.6/8/2009-Estt (Pay-II) dated 17.06.2010 as amended from time to time. The terms and conditions of deputation will be governed by aforesaid DOPT's OM dated 17.06.2010.

3. The officials appointed in the UIDAI will be eligible for General Pool Residential Accommodation at par with Central Government employees at Mumbai.

4. A vacancy circular for various positions in UIDAI is attached herewith as **Annexure I**. It is requested that the applications of eligible candidates who can be spared immediately in the event of their selection may be forwarded to UIDAI Regional Office Mumbai in the Performa as per **Annexure - II** along with duly attested photocopies of last five years ACRs, cadre and vigilance clearance of the applicants. The application may be forwarded to Assistant Director General (Admn), UIDAI, Regional Office, Mumbai, 7th Floor, MTNL Exchange Building, G.D. Somani Marg, Cuffe Parade, Mumbai - 400005. Tel. 22163492/93.

The Last date for receiving the applications is within 45 days from the date of publication.

The vacancy circular along with the Performa can be seen on the UIDAI website - www.uidai.gov.in.

Deputy Director General
UIDAI, RO, Mumbai

VACANCY POSITION CIRCULAR FOR VARIOUS POSITIONS IN REGIONAL OFFICE MUMBAI

Sl. No.	Name of Post	Total Vacancy	Pay Scale	Field of Selection	Pay scale Eligibility Conditions	Desired Qualification / experience
1.	Deputy Director	1	Rs. 15600-39100 + GP 6600/-	On Deputation from Central Government/State Government/ UTs / PSUs/Autonomous Bodies	i)Holding analogous post in the same scale of pay; or ii)Having five years of working experience in the scale of Rs. 9300-34800 with Grade Pay of Rs.5400 or iii)Having six years of working experience in the scale of Rs. 9300-34800 with grade pay of Rs. 4800/-.	Five years' experience in Admn./Estt./budgeting / procurement/planning and policy formulation/ implementation of Government schemes and projects. Excellent Computer skills.
2.	Section Officer	3	Rs.9300-34800 +GP 4800	On Deputation from Central Government/State Government/ UTs / PSUs/Autonomous Bodies	i)Holding analogous post in the same scale of pay; or ii)Having five years of working experience in the scale of Rs. 9300-34800 with Grade Pay of Rs.4200.	Two years' experience in Admn./Estt./budgeting / procurement/planning and policy formulation/ implementation of Government schemes and projects. Excellent Computer skills.
3.	Private Secretary	1	9300-34800 + GP 4800	On Deputation from Central Government/State Government/ UTs / PSUs/Autonomous Bodies	Holding equivalent post in the same scale of pay in the parent organisation or; Having five years of working experience in the scale of Rs. 9300-34800 + GP 4200.	Good stenographic and typing skills. Proficiency in computers.

Note:

- i. Applicants must have extensive work experience in Maharashtra, Gujarat, or Goa.
- ii. Applicants must have good command over English language and one of the State languages - Marathi, Gujarati & Konkani.
- iii. The numbers of vacancies are likely to vary.

PROFORMA

Application for deputation in Unique Identification Authority of India, Regional Office, Mumbai

1. Post applied for
2. Name of the Applicant
3. Date of Birth
4. Whether belongs to SC/ST
5. Present place of posting
6. Parent Organization
7. Service to which belongs to
8. Educational Qualification
 - a) Academic
 - b) Professional
9. Present post and pay scale and Grade Pay of the present post
10. Date from which the present post is held on regular basis
11. Whether the eligibility criteria prescribed for the post are satisfied
 - a) Essential Criteria
 - b) Desirable Criteria
12. Details of experience /employment (attach separate sheet, if required)

Office/ Institution	Post Held	From	To	Scale of Pay along with GP	Nature of duties

13. Knowledge of Computer
14. Remarks

Signature of the Candidate
Address
Mobile No
E-mail Id:

Date

N.B.:

1. A Pay Certificate indicating the present scale of Pay and Grade Pay as per 6th CPC scales of the Applicant duly attested by the DDO may be attached along with the application.
2. The applications without copies of last 5 years ACR / APAR, Cadre and Vigilance Clearance will not be entertained.
3. To be countersigned by the Controlling Authority.