

No. A-12013/21(DD)11-UIDAI (Estt)
Government of India
NITI Aayog (National Institution for Transforming India)
Unique Identification Authority of India
2nd Floor, Tower – 1, Jeevan Bharti Building
Cannaught Circus, New Delhi – 110001

Dated : 06th May, 2015

VACANCY CIRCULAR FOR FILLING UP THE POST OF DEPUTY DIRECTOR IN UNIQUE IDENTIFICATION AUTHORITY OF INDIA (UIDAI), DELHI AT HQ/UIDAI & DATA CENTRE, MANESAR.

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Unique Identification Authority of India (UIDAI), an attached office of the NITI Aayog, intends to fill up the posts of **Deputy Director** in Headquarters in Pay Band III (Rs. 15600-39100) plus Grade Pay of Rs. 6600/- on deputation in its Headquarters at Delhi & Data Centre, Manesar. The eligibility criteria and qualification for the post are as follows

Name of the Post and pay scale with Grade Pay	Number of likely vacancies	Eligibility Criteria	Desirable Qualifications/ Experience
(1) Deputy Director (Rs.15600-39100+6600)	01	Holding analogous post in the same scale of pay Or Having five years of working experience in the scale of Rs. 9300-34800+ 5400/- Or Having six years experience in the Pay Band + Grade Pay of Rs. 9300-34800+4800	5 years experience in Administration./Establishment./Budgeting/Procurement/Planning and Policy formulation/of Government schemes and projects. Excellent Computer skills.
(2) Deputy Director (Legal) (Rs.15600-39100+6600)	01	Holding analogous post in the same scale of pay Or Having five years of working experience in the scale of Rs. 9300-34800+ 5400/- Or Having six years experience in the Pay Band + Grade Pay of Rs. 9300-34800+4800	5 years experience in Administration./Establishment./Budgeting/Procurement/Planning and Policy formulation/of Government schemes and projects of which minimum three years experience should be in dealing with legal matters including Court Cases. Holding LLB Degree.

(3) Name of the Post and pay scale with Grade Pay	Number of likely vacancies	Eligibility Criteria	Desirable Qualifications/ Experience
Deputy Director (Technology) at Data Centre, UIDAI, Manesar (Rs.15600-39100+6600)	01	Holding analogous post in the same scale of pay Or Having five years of working experience in the scale of Rs. 9300-34800+ 5400/- Or Having six years experience in the Pay Band + Grade Pay of Rs. 9300-34800+4800	a. MCA/BE Computer Science/ Electronics/ Communications equivalent/ M.Sc Computer Science/ Electronics/IT or equivalent. Engineering, IT or b (i) Holding analogous post in the same scale of pay; or (ii) having five years' experience in the scale of Rs.15600-39100 plus Grade Pay of Rs.6600/- c.(i) IT background in DATABASE administration. Network/Network Security Administration, Linuxadministration/ DATA Centre operations; (ii) dealing IT procurements/ IT inventory management/ Accounts and admin process.

Field of Selection:

i Officers of Central Government/ State Governments / PSBs/PSUs/UTs 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 DoP&T's aforementioned O.M. of 17.6.10.

The maximum age of applicants for deputation should be below 56 years as on the closing date for receipt of applications.

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 for receipt of applications complete in all respects is 08th June 2015

Documents to be forwarded alongwith application: Eligible and willing candidate may apply through proper channel as per the prescribed format (**Annexure I**). Cadre authorities / head of Departments are requested to forward applications of eligible and willing candidates whose services can be spared on deputation immediately in the event of their selection. The application of only such officers would be considered that are routed through proper channel and are accompanied by following documents :

- i Vigilance Clearance / Integrity Certificate (Item No. 4 of **Annexure II**)
- ii Photocopies of the ACRs/APARs for the last five (5) years duly attested on each page by an officer not below the level of Under Secretary or equivalent (Item No. 5 of **Annexure II**).

While forwarding the application it may also be certified by the cadre controlling authority that the particulars furnished by the applicant have been verified from his service records and found to be correct (item No. 6 of **Annexure II**)

5. It is therefore, requested that the application in respect of suitable and eligible officers, enclosing documents listed as above may be forwarded to **ADG (Estt), Unique Identification Authority of India (UIDAI), NITI Aayog, 2nd Floor, Tower – I, Jeevan Bharati Building, Connaught Place, new Delhi – 110001. The last date for receipt of applications complete in all respects is 08.06.2015.** Candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

Applications received after the last date or otherwise found incomplete shall not be entertained. UIDAI reserves the right to withdraw the vacancy circular at any time without assigning any reasons.

(S.D.Sharma)
Assistant Director General (Estt)
Tele : 23466869

Annexure - I**Application for the post of Deputy Director in UIDAI**

1.	Name			
2	Date of Birth			
3	Present Post			
4	Date from which the present post is held			
5	Present place of posting			
6	Service and Batch			
7	Parent Cadre			
8	Date of joining Service			
9	Pay Band of the present post			
10	Basic Pay drawn			
11	Grade Pay			
12	Whether the eligibility criteria prescribed for the post are satisfied			
13	Educational/Professional Qualification (Please mention Graduation and above)			
Sl.No	Qualification	Subject	Year/Division	Institution/ University Place/ Country

14	Details of Experience/ employment (Please attach a separate sheet, if required)			
Office	Post Held	From	To	Pay Band alongwith Grade Pay

15	Date of retirement under Central Government Rules	
16	Training(s) undergone	

Certified that information furnished above by me is correct

Place and Date :

(Signature of the Candidate)
Mobile No.

To be filled by the Cadre Controlling Authority

Office of

F. No.....

Date :

1. The applicant, if selected, will be relieved immediately.
2. Certified that the particulars furnished by the officer have been checked from available records and found correct.
3. Certified that the applicant is eligible for the post applied as per conditions mentioned in circular / advertisement.
4. The candidate is clear from vigilance angle and his Integrity is certified as 'Beyond Doubt'.
5. Photocopies of ACRs/APARs for the last five years duly attested on each page by an officer not below the rank of Under Secretary or equivalent are enclosed.
6. Certified that the service particulars given by the applicant have been verified from his / her service records and found to be correct.

Signature with seal of the Competent / Issuing Authority

Date :

Place :

