

A-12031/01/2014/UIDAI/LKO/Vol.V
 Ministry of Electronics & Information Technology
 Unique Identification Authority of India (UIDAI)
 Regional Office, Lucknow

3rd Floor, UPSIDCO Building
 TC-46/V, Vibhuti Khand,
 Gomti Nagar
 Lucknow-226010

Dated: 18th September, 2017

SUB: Vacancy circular for the posts of Deputy Director (DD), Section Officer (SO) and Assistant Section Officer (ASO) on deputation in UIDAI Regional Office, Lucknow.

.....

Unique Identification Authority of India (UIDAI), invites applications for filling up 01 post of Deputy Director(DD) in the Pay Matrix Level-11 (pre-revised Pay Band III Rs. 15600-39100 plus Grade Pay of Rs. 6600/-), 01 post of Section Officer(SO) in the Pay Matrix Level-8 (pre-revised Pay Band II Rs. 9300-34800 plus Grade Pay of Rs. 4800/-) and 02 posts of Assistant Section Officer in the Pay Matrix Level-6 (pre-revised Pay Band II Rs. 9300-34800 plus Grade Pay of Rs. 4200/-) on deputation basis in its Regional Office, Lucknow, from amongst suitable and eligible officers. The eligibility criteria and qualifications for these posts are as follows:-

Name of the Post and pay scale with Grade Pay	Number of vacant posts	Eligibility Criteria	Desirable Qualifications/ Experience
Deputy Director, Pay Matrix Level-11 (pre-revised Pay Band III Rs.15600-39100 plus Grade Pay of Rs.6600/-)	01	Officers of the Central Government, State Government, Autonomous Bodies, PSUs:- Holding analogous post in the same scale of pay; or Having five years regular service in PB-2/PB-3 with Grade pay of Rs.5400/equivalent, or Having six years regular service in PB 2 with Grade pay of Rs. 4800/ equivalent.	1. Five years' experience in Admn. /Estt. / budgeting / procurement / planning and policy formulation / implementation of Government schemes and projects. 2. Excellent Computer skills.
Section Officer, Pay Matrix Level-8 (pre-revised Pay Band II Rs. 9300-34800 plus Grade Pay of Rs. 4800/-)	01	Officials of the Central Government, State Government, Autonomous Bodies, PSUs:- (a) Holding analogous post on regular basis in parent cadre, OR With two years services in the grade rendered after appointment thereto on regular basis in posts in the Pay Matrix Level – 7 (pre-revised Pay Band II Rs. 9300-34800 plus Grade Pay of Rs. 4600/-) or equivalent in the parent cadre/ department. OR	1. Two years' experience in Finance/ Accounts/ Administration/ Legal/ Establishment/ Budgeting/ Vigilance/ Procurement/ Planning and Policy/ Technical matters/ implementation of Government Schemes etc. 2. Excellent noting/ drafting.

		With Six years services in the grade rendered appointment thereto on regular basis in the Pay Matrix Level – 6 (pre-revised Pay Band II Rs. 9300-34800 plus Grade pay of Rs. 4200/-) or equivalent in the parent cadre / department.	3. Proficiency in handling computers with Excellent Computer skills.
Assistant Section Officer, Pay Matrix Level-6 (pre-revised Pay Band II Rs. 9300-34800 plus Grade Pay of Rs. 4200/-)	02	Officials of the Central Government, State Government, Autonomous Bodies, PSUs:- (a) Holding analogous post in the parent cadre in the same Pay Matrix Level -6/ Pre-revised pay scale of Rs. 9300-34800 + GP Rs. 4200/- OR Having five years of experience in the pay matrix Level-4 / pre-revised pay Scale of Rs. 5200-20200+ GP Rs. 2400/-.	1. Excellent noting drafting, typing skills, Proficiency in handling computers with Excellent Computer Skills. 2. Experience in handling cash, Finance/Accounts/Administrative/legal/Estt. matters/ budget policy matters/implementation of Government Schemes etc.

2. **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 17.06.2010. The terms and conditions of deputation will be governed by the DoP&T's aforementioned O.M. of 17.6.2010 and Government of India's instructions issued from time to time on the subject.

Age Limit

The maximum age limit for appointment on deputation shall not exceed 56 years as on the closing date of receipt of application.

Eligibility for Government Accommodation

As per the ongoing arrangement (further continuity of which is subject to approval of Ministry of Urban Development), the officers appointed in the UIDAI will be eligible for General Pool Residential Accommodation at par with Central Government employees.

3. Eligible and willing candidate may apply through proper channel in 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 on their selection. The applications of only such officers would be considered that are routed through proper channel and are accompanied by following documents:

- i. Application in prescribed proforma – **Annexure I (for DD)/ Annexure II (for SO/ASO).**
- ii. Cadre Clearance Certificate from the Controlling Authority
- iii. Statement giving detail of Major/Minor penalties, imposed upon the Officer, if any, during the last ten (10) years **Annexure III**
- iv. Vigilance Clearance/Integrity Certificate (**Annexure III**)
- v. 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 (**Annexure III**).

4. While forwarding the application it may also be verified and certified by the cadre controlling authority that the particulars furnished by the applicant are correct (**Annexure III**).

5. The applications of suitable and eligible officers complete in all respect, in the prescribed format (Annexure-I), alongwith documents listed in para 3 and 4 above may be forwarded to **ADG (Hqrs.), Unique Identification Authority of India (UIDAI), 3rd Floor, UPSIDCO Building, TC-46/V, Vibhuti Khand, Gomti Nagar, Lucknow-226010. The last date for receipt of applications complete in all respect is 30.10.2017.** Candidates who apply for the post will not be allowed to withdraw their candidature subsequently. Since this vacancy is to be filled up on deputation basis, private candidates are not eligible.

6. Applications received after the last date or otherwise found incomplete shall not be entertained.

7. UIDAI reserves the right to withdraw the vacancy circular at any time without assigning any reasons.



(Pradeep Kumar)
Assistant Director General (Hqrs.)
Tel: 0522-2304985

To,

1. ADG (Estt.), UIDAI Hqrs, New Delhi- with the request to upload the enclosed vacancy circular on the UIDAI's website.
2. Under Secretary (CS-II), CS Division, Deptt of Personnel & Training, Lok Nayak Bhavan, New Delhi- with the request to upload the enclosed vacancy circular on the DoP&T's website.
3. All central Government Departments whose office/headquarters located at Lucknow.
4. Secretary, Department of Personnel & Training, Government of U.P.
5. Notice Boards.

Application for the post of Deputy Director in UIDAI, Regional Office, Lucknow
 (Since this vacancy is to be filled up on deputation basis, private candidates are not eligible)

1. Name of applicant with complete Office Address, e-mail & Telephone No. (in Block Letters)
2. Date of Birth (in Christian era)
3. Date of retirement under Central/state Govt. Rules
4. Educational Qualifications
5. Whether belongs to Organized Gr. A Service
 If yes, then mention Name of Service and Batch Yes / No
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

Paste your recent Passport Size Photographs

		Qualification/Experience required	Qualification/Experience possessed by the Officer
Essential	(1)		
	(2)		
	(3)		
Desirable	(1)		
	(2)		

7. Post held on regular (i.e. substantive) basis and the date from which held pay scale
8. Please state clearly whether in the light of entries made By you above, you meet the requirements of the post
9. Details of Employment, in chronological order, enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient

<u>Office/Instt/Orgn</u>	<u>Post held From To Pay Matrix Level/Scale of pay and basic pay</u>	<u>Nature of duties</u>

10. Nature of present employment, i.e., adhoc or temporary or permanent
11. In case the present employment is held on deputation / contract basis, please state
 - (a) The date of initial appointment
 - (b) The period of appointment on deputation/ contract
 - (c) Name of the parent office/ organization to which you belong

12. Training/ Courses attended

13. Additional details about your present employment
Please state whether working under:

- i. Central Government
- ii. State Government
- iii. Autonomous Organizations
- iv. Government Undertakings
- v. Universities

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

Date :

(SIGNATURE)
NAME : _____
Mobile No. : _____
Office Tel. No. : _____

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 Authority

Application for the posts of Section Officer (SO) and Assistant Section Officer (ASO) on deputation basis

(Since this vacancy is to be filled up on deputation basis, private candidates are not eligible)

1.	Name				
2	Date of Birth				
3	Present Post				
4	Date from which the present post is held on regular basis				
5	Present place of posting				
6	Service				
7	Parent Cadre				
8	Date of joining Service				
9	Pay Matrix of the present post				
10	Basic Pay drawn				
11	Pay Band of the present post + Grade Pay (Pre-revised)				
12	Whether the eligibility criteria prescribed for the post are satisfied				
13.	Mobile/Office/Residence Number			Mobile: _____	Office: _____
				Res.: _____	
14	Educational/Professional Qualification (Please mention Graduation level and above)				
Sl.No	Qualification	Subject	Year/Division	Institution/ University Place/ Country	
15	Details of Experience/ employment (Please attach a separate sheet, if required)				
Sl.No	Office	Post Held	From	To	Pay Band alongwith Grade Pay
16	Date of retirement under Central Government Rules				
17	Training(s) undergone				

Paste your
recent Passport
Size
Photographs

Certified that information furnished above by me is correct in all respect to the best of my knowledge & belief.

Date & Place

(Signature of the Candidate)

To be filled up 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 the circular/advertisement.
4. Integrity of the applicant is certified as 'Beyond Doubt'.
5. No Vigilance case is pending/contemplated against the Officer
6. It is certified that no penalty has been imposed on the applicant during the last 10 years (Alternatively, penalty statement during the last 10 years may be enclosed).
7. Attested photocopies of up-to-date ACRs/APARs for the last 5 years are enclosed. Photocopies of ACRs/APARs have been attested on each page by an officer not below the rank of Under Secretary or equivalent.

Signature.....

Name, Designation & Tele of the forwarding officer

(Office Stamp)

Date:

Place:

A-12031/01/2014/UIDAI/Lko/Vol.V
Ministry of Electronics & Information Technology
Unique Identification Authority of India (UIDAI)
3rd Floor, UPSIDCO Building
TC-46/V, Vibhuti Khand, Gomti Nagar
Lucknow – 226010

.....

Vacancy circular for the 01 post of Deputy Director(DD), 01 post of Section Officer (SO) and 02 posts of Assistant Section Officer (ASO) on deputation basis in UIDAI Regional Office, Lucknow

.....

Unique Identification Authority of India (UIDAI), invites applications for filling up 01 post of Deputy Director(DD) in the Pay Matrix Level-11 (pre-revised Pay Band III Rs. 15600-39100 plus Grade Pay of Rs. 6600/-), 01 post of Section Officer(SO) in the Pay Matrix Level-8 (pre-revised Pay Band II Rs. 9300-34800 plus Grade Pay of Rs. 4800/-) and 02 posts of Assistant Section Officer (ASO) in the Pay Matrix Level-6 (pre-revised Pay Band II Rs. 9300-34800 plus Grade Pay of Rs. 4200/-) on deputation basis in its Regional Office, Lucknow.

2. The application may be furnished in the prescribed proforma and forwarded to ADG(Hqrs.), Unique Identification Authority of India 3rd Floor, UPSIDCO Building, TC-46/V, Vibhuti Khand, Gomti Nagar, Lucknow – 226010. The last date for receipt of applications complete in all respects is 30.10.2017. Since this vacancy is to be filled up on deputation basis, private candidates are not eligible.

3. Application received after the last date or otherwise found incomplete shall not be considered. Further details may be obtained from the website www.uidai.gov.in.

Assistant Director General (Hqrs.)

.....

सं-ए.12031/01/2014/UIDAI/Lko/Vol.V
इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी मंत्रालय
भारतीय विशिष्ट पहचान प्राधिकरण
तृतीय तल, TC-46/V, विभूति खण्ड, गोमती नगर
लखनऊ - 226010

विषय : भारतीय विशिष्ट पहचान प्राधिकरण (यूआईडीएआई), क्षेत्रीय कार्यालय, लखनऊ में उप निदेशक के 01 पद, अनुभाग अधिकारी के 01 पद और सहायक अनुभाग अधिकारी के 02 पद पर प्रतिनियुक्ति के आधार पर भरने हेतु रिक्ति परिपत्र ।

भारतीय विशिष्ट पहचान प्राधिकरण (यूआईडीएआई), क्षेत्रीय कार्यालय, लखनऊ में के उप निदेशक 01 पद, वेतन मैट्रिक्स लेवल - 11 (पूर्व संशोधित बैंड - III रूपये 15600-39100 + वेतन ग्रेड 6600/- रूपये), अनुभाग अधिकारी के 01 पद, वेतन मैट्रिक्स लेवल - 8 (पूर्व संशोधित बैंड - II रूपये 9300-34800 + वेतन ग्रेड 4800/- रूपये) और सहायक अनुभाग अधिकारी के 02 पद, वेतन मैट्रिक्स लेवल - 6 (पूर्व संशोधित बैंड - II रूपये 9300-34800 + वेतन ग्रेड 4200/- रूपये) को प्रतिनियुक्ति के आधार पर भरने का इच्छुक है ।

2. निर्धारित प्रपत्र में आवेदन सहायक महानिदेशक (मुख्यालय), भारतीय विशिष्ट पहचान प्राधिकरण (यूआईडीएआई), क्षेत्रीय कार्यालय, लखनऊ, तृतीय तल, UPSIDCO बिल्डिंग, TC-46/V, विभूति खण्ड, गोमती नगर, लखनऊ - 226010 को भेजा जा सकता है । सभी तरह से पूर्ण आवेदन प्राप्त करने की अन्तिम तिथि 30.10.2017 है । चूँकि यह रिक्ति प्रतिनियुक्ति के आधार पर भरी जानी है, अतः गैर - सरकारी अभ्यर्थी पात्र नहीं हैं ।

3. आवेदन प्राप्त करने की अन्तिम तिथि के बाद प्राप्त या अधूरे पाए गए पत्रों पर विचार नहीं किया जायेगा । विस्तृत जानकारी के लिए कृपया हमारी वेबसाइट www.uidai.gov.in देखें ।

सहायक महानिदेशक (मुख्यालय)