

**SUBJECT: Vacancy circular for the posts of Assistant Director General  
(Technology) on deputation in UIDAI.**

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Unique Identification Authority of India (UIDAI), invites applications for filling up 08 posts actual/anticipated (likely to vary) of Assistant Director General (Technology) in Pay Matrix Level 13 (Pay Band Rs. 1,23,100-2,15,900) on deputation basis in UIDAI, from amongst suitable and eligible officers. The locations, eligibility criteria and qualifications for this post are as follows:-

**Locations :-**

- |      |                                |            |
|------|--------------------------------|------------|
| i.   | UIDAI, Headquarters, New Delhi | - 03 Posts |
| ii.  | Data Centre, Manesar, Haryana  | - 01 Posts |
| iii. | Tech Centre, Bengaluru         | - 04 Posts |

**Eligibility:**

- i. Officers from the Central Government holding analogous posts on regular basis in the parent cadre/departments;

**OR**

With three years of regular service in the Pay Matrix Level 12 or above.

**OR**

- ii. Officers from State/UT Government/Public Sector Undertaking/Autonomous Organization holding regular post in corresponding grades with requisite experience.
- iii. Four year degree in Engineering or Technology in Computer Science, Information Technology or Electronics or Master Degree in Computer Application from an Institute recognised by Govt. agencies.

**Desirable Experience:**

- i. Handling ICT/E-governance Projects in Central Government/State Govt./PSU/Autonomous body etc.
- ii. Handling IT/Telecom/Networking/Data Centre operations related works.
- iii. Dealing IT procurements/IT inventory management related work.
- iv. Dealing with planning, execution, O&M nature of works in Technical projects in the field of IT, Software, Telecom etc.
- v. Handling the work of software development, DATABASE administration, Network/Network Security Administration, Linux administration etc.

**2. Period and other terms and conditions of deputation:**

The period of deputation shall initially be of three years. The salary, allowances and other terms and conditions of deputation will be governed as per Unique Identification Authority of India (Appointment of Officers and employees) Regulations, 2020 and Unique Identification Authority of India (Salary, Allowances and other Terms & Conditions of Service of Employees) Regulations, 2020 and guidelines of the Central Government in this regard. The aforesaid regulations are available on the website of UIDAI.



3. **Age Limit**

The maximum age limit for appointment on deputation shall be 56 years as on the date of closing of the application.

4. **Accommodation and Medical Facility:**

Accommodation and medical facility will be governed as per para 14 and 15 of Chapter IV of Unique Identification Authority of India (Salary, Allowances and other Terms & Conditions of Service of Employees) Regulations, 2020.

5. 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:

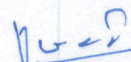
- i. Application in prescribed proforma – **Annexure I**.
- ii. Cadre Clearance Certificate from the Controlling Authority
- iii. Statement giving detail of Major/Minor penalties, imposed upon the Officer, if any, during the last ten (10) years **Annexure II**
- iv. Vigilance Clearance/Integrity Certificate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

6. 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 II**)

7. The applications of suitable and eligible officers complete in all respect, in the prescribed format (Annexure-I), alongwith documents listed in para 5 and 6 above may be forwarded to **ADG (HR), Unique Identification Authority of India (UIDAI), 4th Floor, Bangla Sahib Road, Behind Kali Mandir, Gole Market, New Delhi-110001. The last date for receipt of applications complete in all respect is 21.05.2020.** Candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

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

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

  
(Virender Prasad) 20/4/20  
Assistant Director General (HR)  
Tel: 23478554

To,

- i. All Ministries/Departments of the Govt of India, It is requested that the vacancy may be given wide publicity in the attached & subordinate Offices under them.
- ii. All the State Governments, including Union Territories are requested to give wide publicity to the vacancy in their various Departments/Offices.
- iii. All Public Sectors Undertaking/Statutory or Autonomous Organisations/ O/o JS Trg. & CAO/AIR HQ/NAVY HQ/Head (HRD) Bureau of Indian Standards, New Delhi.
- iv. 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.
- v. Media Division, UIDAI HQ, for publication of above advertisement in National Dailies.



**APPLICATION FOR THE POST OF ASSISTANT DIRECTOR GENERAL (TECHNOLOGY) IN UIDAI.**

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

1. Post applied for : **Assistant Director General (Technology)**

2. Location with preference :-

Location	Preference *
UIDAI, Headquarters, New Delhi	
Data Centre, Manesar, Haryana	
Tech Centre, Bengaluru	

\* **Preference is mandatory. In case a specific location is not preferred, the candidate may write "Not Preferred" for that location.**

3. Name of applicant with Complete Office Address, e-mail &amp; Telephone No. (in Block letters)

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Paste your  
recent Passport  
Size  
Photographs

4. Date of Birth (in Christian era)

5. Date of retirement

6. Educational/Professional Qualification

(Please mention Graduation level and above)

Sl.No.	Qualification	Subject	Year/Division	Institution/University Place/country

7. Whether belongs to Organized Gr. A Service

Yes/No

If Yes, then mention Name of Service and Batch

8. 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 *(enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient)*).

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

(kindly mention the relevant experience in separate sheet)

9. Post held on regular (i.e. substantive) basis and the date from which held

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10. Pay Matrix Level and Date from which is held

.....

11. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post

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12. Details of Employment, in chronological order (*enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient*)

Office/Instt/Orgn	Post held	From	To	Scale of pay and basic pay	Nature of duties

13. Nature of present employment, i.e. adhoc or temporary or permanent .....

14. 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 .....

15. Training/Courses attended .....

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

i. Central Government .....

ii. State Government .....

iii. UT Government .....

iv. Public Sector Undertaking .....

v. Autonomous Organizations .....

17. 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)  
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



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: