

VACANCY CIRCULAR FOR THE POST OF ADG

....

Name of the Post:

The Authority would like to fill up the post of Assistant Director General (ADG) (Director level) in its Regional Offices located at Chandigarh and Hyderabad.

Scale of Pay:

Pay Band-IV (Rs.37400-67000) plus Grade Pay of Rs.8700/-

Eligibility:

- i. Officers of Central Government/ State Governments /UTs/ PSUs/ Autonomous bodies holding analogous posts to that of Director in the Central Government Ministries;
- ii. Officers who may be at the end of their tenure under Central Staffing Scheme and may be interested in continuing on deputation under Non-Central Staffing Scheme subject to 'No Objection Certificate' from DoP&T.

Vacancies:

The number of vacancies are as under:

Place	Number of vacancy proposed to be filled
RO, Chandigarh	01(likely to change)
RO, Hyderabad	01(likely to change)
Total	02

Desirable Experience:

- i. Experience of Management of Projects, IT Networks, Data centres, IT Inventory Management;
- ii. Experience of dealing with State Government Departments/Agencies; Development Programmes/Schemes.

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's O.M. of 17.6.10.

Eligibility for Government Accommodation

The officer appointed in the UIDAI will be eligible for General pool Residential Accommodation at par with Central Government employees at these locations.

Last Date for receipt of applications complete in all respects: 15.05.13

Documents to be forwarded alongwith application:

The applications in the prescribed format (Annexure I & Annexure-II) along with Cadre clearance/Vigilance clearance/Integrity Certificate from the respective administrative Departments/Organisation and copies of last five years ACRs duly attested by an officer not below in rank equivalent to an Under Secretary should be forwarded through parent Departments.

Address for communication:

“The Assistant Director General (Estt.)
Unique Identification Authority of India
2nd Floor, Tower-I, Jeevan Bharti Building
Connaught Place, New Delhi-1”

Application for the post of Assistant Director General in Unique Identification Authority of India (UIDAI) in Regional Office

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 (Long term)	
17.	Contact Number	

Certified that information furnished above by me is correct

(Signature of the Candidate)

NOTE:

- i. The above application should be forwarded through the parent department/ organisation after verification of service particulars of the applicant alongwith Cadre Clearance/Vigilance Clearance and copies of last five years Annual Confidential Records , duly attested by an officer not below than that of an Under Secretary to the Govt of India..
- ii. Applications not forwarded through parent organisation in the prescribed Manner alongwith requisite documents will not be considered.
- iii. Only serving Officers of Central Government/ State Governments /UTs/ PSUs/ Autonomous bodies are eligible to apply.

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.It is certified that no penalty has imposed on the applicant during the last 10 years (Alternatively, penalty statement during the last 10 years may be enclosed).
6. 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:

