

F No. 21/1/2017-CS-I (T)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
(CS –I (APAR))


2nd Floor, A Wing, Lok Nayak Bhgawan,
Khan Market, New Delhi
Dated 9th March, 2017

OFFICE MEMORANDUM

Subject: Filling up of 01 vacancy of Joint Director in the National Institute of Homoeopathy, Kolkata on deputation basis.

A copy of vacancy circular received from Ministry of AYUSH vide their O.M. No. 13017/3/2012-NI(NIH) dated 1st March, 2017 along with its enclosures is circulated for information of all CSS officers.

2. It may be noted that cadre clearance from CS-I Division will be required in case of Under Secretary and above level officers of CSS applying for deputation.


(Chandra Shekhar)

Under Secretary to the Govt. of India
Tele: 2462406

To

All Ministries/Departments (through website of DoP&T)

F.No 13017/3/2012-NI(NIH)
Government of India
Ministry of AYUSH

AYUSH Bhavan
GPO Complex, INA
New Delhi-110023
Dated ~~February~~, 2017
1st March,

OFFICE MEMORANDUM

The undersigned is directed to state that few posts are lying vacant in National Institute of Homeopathy, Kolkata which is an autonomous organisation under Ministry of Ayush. The posts will be filled up on deputation including short term contract basis from the employees of Central Government, State Government, Statutory Organisations, Autonomous bodies, PSUs, University or Research Institution.

2. Details of the posts are as follows:

S.No	Name and No of the Post	Pay attached to the Post	Qualifications	Method of Recruitment
1.	Joint Director, (One)	Group A PB-III Rs.15600- 39100:GP- 7600	Officers of Central Government, State Government, Statutory Organisations, Autonomous bodies, PSUs, University or Research Institution not exceeding the age of 56 years 1. holding analogous/equivalent post on regular basis OR 2. With 5 years' experience in Administration/Finance/Vigilance in the pay scale of PB-III (Rs. 15,600-39,100) with GP Rs.6,600/- (pre-revised) equivalent scale of pay in Govt./Autonomous bodies/PSUs OR 3. With 8 years' experience, in Administration/Finance/Vigilance in the pay scale of PB-III(Rs. 15,600-39,100) with GP Rs. 5,400/- (pre-revised) equivalent scale of pay in Govt./Autonomous bodies/PSUs Possessing the following Education qualification and experience: 1. Graduate Degree in any discipline from recognized University 2. Experience in personnel management with thorough knowledge of official procedures of Establishment & Accounts and General Admn. Desirable: (i) MBA/PG diploma in HRD/ Finance/Law (ii). Working experience in teaching institute preferably in medical Institute. Working knowledge of Computers.	Deputation including Short term Contract

2.	Account Officer (One)	Group B PB-III Rs15,600-39100 GP 4800/- + NPA	<p>1. Degree in Commerce from recognized University.</p> <p>2. At least 8 years' experience in Govt./ Semi Govt/ Autonomous Deptt. out of which 5 years should be in the pay scale of PB-II (Rs. 9300-34800) with GP Rs. 4200/-.</p> <p>3. Knowledge of Office Procedure Budget Accounts and Commercial Audit/internal audit required.</p> <p>Holding analogous post with qualification and experience as prescribed for direct recruitments</p> <p style="text-align: center;">OR</p> <p>6 years as Sr. Accountant on regular basis in the pay scale of PB-II (Rs. 9300-34800) with GP Rs. 4200/-.</p> <p>or its equivalent with Degree in any discipline preferably Commerce from recognized University</p>	On Deputation
3.	Administrative Officer (One)	Group A PB-III (Rs. 15,600 - 39, 100) with GP Rs. 5,400/-	<p>1. Degree in any discipline from recognized University.</p> <p>2. At least 10 years' experience in a responsible capacity in Govt./Autonomous Deptt. Out of which 5 years should be in the supervisory capacity in the scale of PB-II (Rs. 9300-34800) with GP Rs. 4800/-</p> <p>3. Adequate experience in personnel management with thorough knowledge of official procedure, Establishment & Accounts Officers of Central Government, State Government, Statutory Organisations, Autonomous bodies, PSUs, University or Research Institutions holding analogous post on regular basis with qualification and experience prescribed for direct recruitment</p> <p style="text-align: center;">OR</p> <p>With 10 years' experience in a responsible capacity in Govt./Autonomous Deptt. out of which 5 years should be in the supervisory capacity in the pay scale of PB-II (Rs. 9300-34800) with GP Rs. 4800/- with degree in any discipline.</p> <p style="text-align: center;">OR</p> <p>Accounts Officer of the Institute with 2 years' regular service in the pay scale of PB-II (Rs. 9300-34800) with GP Rs. 4800/- or its equivalent</p> <p style="text-align: center;">OR</p> <p>Office Superintendent of the Institute with 8 years regular service in the pay scale of PB-II (Rs. 9300-34800) with GP Rs. 4200/-</p>	Deputation including short term contract.

3. DOP&T is the nodal Ministry for Cadre Management of Central Government employees. As such it is requested to give wide publicity for the posts mentioned in para 2 above and provide the information regarding officials interested in applying for the above posts.

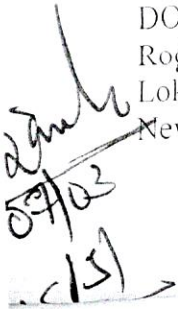
4. It is requested that the information may kindly be furnished to this Ministry positively by 15th of March 2017.



(R.C. Aggarwal)
Deputy Director General

To,

Shri Utkaarsh R Tiwari
Director, CS-I
DOI & T
Room No 209,
Lok Nayak Bhavan,
New Delhi


07/03
C/S