

File No. A-11014/09/2011-Admn/
National Commission for Protection of Child Rights
5th Floor, Chanderlok Building,
36/Janpath, New Delhi – 110 001.

Dated: 01/02/2011

CIRCULAR

Sub: Filling up of posts in the National Commission for Protection of Child Rights, New Delhi through deputation on Foreign Service Terms-reg.

The Services of suitable Officers/Officials are required to fill up the posts by deputation on "Foreign Service Terms" in the National Commission for Protection of Child Rights, Chanderlok Building, 36/Janpath, New Delhi, a statutory body under the Ministry of Women and Child Development. The details of the posts, eligibility condition and proforma for application are enclosed.

The appointment, pay and deputation (duty allowance) on the selected candidates will be regulated in accordance with the terms and conditions contained in the Department of Personnel and Training OM No, 2/29/91-Estt. (Pay-II) dated 05/01/1994, as amended from time to time. The period of deputation will be for one year initially and likely to be extended on year to year basis for a maximum period of 3 years.

The applications of the eligible candidates in the prescribed proforma may be sent to the undersigned alongwith the following documents:

1. Integrity Certificate;
2. Vigilance clearance;
3. Attested copies of Annual Performance Appraisal Reports (APARs/ACRs) for the last 5 years.

The application of Official who may be relieved immediately, in case of their selection, may be forward only, Candidates once selected will not be allowed to withdraw his/her candidature later.

The application (complete in all respect) along with all requisite documents, duly forwarded by the concerned Cadre Controlling Authority must reach to the undersigned within 45 days from the date of publication of this advertisement/from the date of this Circular, whichever is later, application received after the due date will not be entertained.

Sd/-
(Lov Verma)
Member Secretary

Encl: As above.

To:

Ms. Mattu J P Singh, Director, DAVP, Soochana Bhawan, CGO Complex, Lodhi Road, New Delhi with the request to publish the advertisement in the English and Hindi version of the Employment News and to intimate the amount required to be paid to DAVP for the purpose.

Contd/-----

Copy to:-

1. All Ministries and Department of Government of India,
2. All Autonomous Organizations of the Central Government,
3. All State Government/UT Administrations,
4. Registrar (Admn/Vigilance), Supreme Court of India/All High Courts,
5. Director (CPO), Ministry of Home Affairs, North Block, New Delhi.
6. Additional Secretary, MWCD, 6th Floor, A-wing, Castro Bhawan, New Delhi.

Sd/-

(Lov Verma)
Member Secretary

Government of India
F. No A-11014/09/2011-Admn
National Commission for Protection of Child Rights,
5th Floor, Chanderlok Building, 36-Janpath, New Delhi-110 001.

Date: 01/02/2011.

Subject : Filling up of posts in the National Commission for Protection of Child Rights, New Delhi through deputation on Foreign Service Terms – regarding.

The service of suitable officer & staff are required in the National Commission for Protection of Child Rights, New Delhi, a Statutory Body under the aegis of the Ministry of Women & Child Development, by deputation on "Foreign Service Terms" for the followings posts.

2. The eligibility criteria for the under-mentioned posts are as following:

| S. No | Name, Number of vacancy and Pay scale of the Post | Eligibility Criteria |
|-------|---|--|
| 1 | Principal Private Secretary (01) Revised:PB-3: [Rs.15,600-39,100 + 6600 (GP)] | By deputation from the officials of the Central or State Govts. / Supreme Court/High Court/Autonomous Bodies/Public sector undertakings:- (i) Qualification: (a) Possessing Degree in any field (b) Proficiency in working on computer. (ii) Holding analogous post on regular basis OR Having 5 years of regular service in PB-2:Rs.9300-34800 /- + GP :Rs.5400/- (Pre-revised scale:8000-13500/-) or 6 years in Rs. 4800/- or 7 years in Rs. 4600/- or 10 years in Rs. 4200/- GP. |
| 2 | Accounts Officer (01) Revised: PB-2: [Rs. 9300 -34800 +5400/- (GP)] | By deputation from the officials of the Central or State Govts. / Supreme Court/High Court/Autonomous Bodies/Public sector undertakings:- (i) Qualification: Possessing a Degree in any field and possessing working knowledge of computer; (ii) (a) Holding analogous post on regular basis OR (b) having 2 years regular service as Accounts officer in the pay scale of PB-2:Rs. 9300-34800/-+GP: Rs.4800/-, or (c) Having 3 years of regular service as Assistant Accounts officer in the pay scale of PB-2:Rs. 9300-34800+GP:.4600/- or (d) Having 8 years of regular service as Junior Assistant Accounts Officer in the pay scale of Rs.9300-34800+GP:4200/-. (iii) Pass in the SAS or equivalent examination conducted by any of the Organized Accounts Department of the Central Government. |
| 3 | Desk Officer (01) Revised :PB-2: [Rs. 9300-34800+4600 (GP)] Plus Desk Officer Allowance as prescribed by Govt. of India. | By deputation from the officials of the Central or State Govts. / Supreme Court/High Court/Autonomous Bodies/Public sector undertakings:- (i) Qualification: (a) Possessing a Degree in any field and possessing working knowledge of computer; (b) Experience in administration/general administration, finance etc. (ii) (a) Holding the post of Section Officer/analogous posts on |

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| | | regular basis . If an officer who had been granted non-functional GP of Rs.5400/- or Rs.4800/- in the pay band of Rs. 9,300-34,800/- is selected, he will be given appropriate 6 th CPC Grade Pay. Or (b) Having 5 years' regular combined service as Assistant/analogous post in the GP of Rs. 4600/- or Rs. 4200/-. Or (c) Having 8 years regular service as Assistant/analogous post in the GP of Rs.4200/-. |
| 4 | Hindi Translator (01) Revised:PB:2 [Rs. Rs. 9300-34800+4600 (GP)] | By deputation from the officers of the Central or State Govts. / Supreme Court/High Court/Autonomous Bodies/Public sector undertakings:- (i) Master's Degree in Hindi/English with English/Hindi as a compulsory/elective subject or , as a medium of examination at degree level. (ii) (a) Holding analogous post on regular basis OR (b) Having 5 years regular service as Junior Hindi Translator in the pay scale of Rs.9300-34800+G:.4200/- (iii) In case no eligible/suitable candidate is found for the post on deputation, suitable candidates fulfilling the educational qualification and experience may be considered for the same on contractual basis. The remuneration and other terms & conditions may be decided on mutual agreement after selection. |
| 5 | Assistant (01) Revised:PB-2: [Rs. 9300-34800+4200 (GP)] | By deputation from the officers of the Central or State Govts. / Supreme Court/High Court/Autonomous Bodies/Public sector undertakings:- (i) Qualification: (a) Graduate (b) Possessing working knowledge of computer. (ii) Having experience in Accounts/General Admn/ Establishment matters. (iii) Holding analogous post on regular basis. Or Having 6 years of regular service in the pay scale of PB-1: Rs. 5200-20200 +GP:Rs.2400/-. |
| 6 | Personal Assistant (03) Revised:PB-2 [Rs. 9300-34800+4200(GP)] | By deputation from the officers of the Central or State Govts. / Supreme Court/High Court/Autonomous Bodies/Public sector undertakings:- (i) Qualification: Possessing a Degree in any field and having proficiency in working on computer. (ii) (a) Holding analogous post on regular basis or having 6 years regular service as a Stenographer Grade-D in the pay scale of PB-1: Rs. 5200-20200/-+GP: Rs. 2400/-. |

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| | <p>One Research Assistant (01) Revised:PB-2 [Rs. Rs. 9300-34800+4200 (GP)]</p> | <p>By deputation from the officers of the Central or State Govts. / Supreme Court/High Court/Autonomous Bodies/Public sector undertakings:-</p> <p>(iii) Qualification: (a) Possessing Degree (b) Having 5 years experience or working in an organization dealing with/working in the field of child rights/child welfare or in the application of law.</p> <p>(ii) Having working knowledge in computer.</p> <p>(iii) (a) Holding analogous post on regular basis OR (b) Having 6 years regular service as a Research Investigator or equivalent in PB-1: Rs. 5200-20200/-+GP:2800/-.</p> <p>In case no eligible/suitable candidate is found for the post on deputation, suitable candidates fulfilling the educational qualification and experience may be considered for the same on contractual basis. The remuneration and other terms & conditions may be decided on mutual agreement after selection.</p> |
| 8 | <p>Clerk (01) Revised :PB-1 [Rs. 5200-20200 + 2400 (GP)]</p> | <p>By deputation from the officers of the Central or State Govts. / Supreme Court/High Court/Autonomous Bodies/Public sector undertakings:-</p> <p>(i) Qualification: (a) a degree in any discipline (b) Having proficiency in working on computer.</p> <p>(ii) Having experience in Accounts/General Admn/Establishment/ Program admn.</p> <p>(iii) Holding analogous post on regular basis of having 8 years regular service as LDC in the pay scale of Rs.5200-20200+GP of Rs.1900/-.</p> |
| 9 | <p>Hindi Typist (01) Revised :PB-1 [Rs. 5200-20200 + 2400 (GP)]</p> | <p>By deputation from the officers of the Central or State Govts. / Supreme Court/High Court/Autonomous Bodies/Public sector undertakings:-</p> <p>(i) Qualification: (a) a degree in any discipline (b) Proficiency in Hindi typing on computer.</p> <p>(ii) Holding analogous post on regular basis OR Having 8 years regular service as LDC in the pay scale of Rs.5200-2020+GP of Rs.1900/-.</p> <p>In case no eligible/suitable candidate is found for the post on deputation, suitable candidates fulfilling the educational qualification and experience may be considered for the same on contractual basis. The remuneration and other terms & conditions may be decided on mutual agreement after selection.</p> |

Notes:-

1. The period of deputation will be for one year, which may be extended on year to year basis for a maximum period of three years at the discretion of Competent Authority. Exemption from permanent absorption has been received from DOPT (DPPW) for 3 years from 19/11/2009 to 18/11/2012 against the posts.
2. Age of deputationist should not be more than 56 years as on the last date prescribed for receipt of applications.
3. Eligible and interested candidates may send their applications through their Cadre Controlling Authorities along with their bio-data in the prescribed proforma. Applications must be accompanied by Integrity Certificate, Vigilance Clearance, and attested copies of Annual Confidential Reports (ACRs) for the last five years.
4. Application of officials, who may be relieved immediately, in case of their selection, may be forwarded only. Candidates once selected will not be allowed to withdraw his/her candidature later.
5. All Central Government Ministries / Departments / State Governments / UT Administrations are requested to give wide publicity to this advertisement and circulate the same among the employees working under their administrative control.
6. The applications duly forwarded by the concerned Cadre Controlling Authorities must reach to **The Member Secretary, National Commission for Protection of Child Rights, Govt. of India, 5th Floor, Chanderlok Building, 36, Janpath, New Delhi – 110 001 within 45 days** from the date of publication of this advertisement in the Employment News/ from the date of this Circular, whichever is later. Application received after the due date will not be entertained.

PROFORMA FOR BIO-DATA TO BE SUBMITTED BY THE CANDIDATES FOR APPLYING FOR THE POSTS IN NCPCR

1. Name:
2. Father's/Husband's Name:
3. Date of Birth:
4. Sex:
5. Postal Address with telephone, Fax & e-mail:
 - (a) Office:

 - (b) Residence:

6. Date of Entry in Govt. Service:
7. Date of superannuation as per existing rules:
8. Educational Qualification:

9. Present post held, scale of pay (Pre-revised and revised both) and date from which held on regular basis):

10. Details of past service
 - (a) Posts -
 - (b) Pay Scale:
 - (c) Period during which held:
 - (d) From :- _____ To:- _____
 - (e) Nature of duties performed:
11. Any other qualification and experience:

Signature of the candidate_____

Name_____

Place:

Date: