

No.A.11011/1/2013-Ad.IA
Government of India
Ministry of Finance
Department of Economic Affairs

New Delhi, the 29 May, 2015

CIRCULAR

(अजय के. श्रीवास्तव)
विशेष कार्याधिकारी
मुख्य सचिव
उ.प्र. शासन

Subject: Filling up the post of Manager (Press) in Budget Press
Ministry of Finance, Department of Economic Affairs, on
Deputation/Promotion basis.

Applications in the prescribed proforma, as per the Annexure-II are invited from eligible persons for appointment to the post of **Manager Press** in Pay Band 3 of ₹ 15,600 – 39,100/- with Grade Pay of ₹ 6,600/- in Department of Economic Affairs, Ministry of Finance, on deputation/promotion basis. The particulars regarding the post are given in Annexure-I.

2. It is requested that applications (in the enclosed proforma) of such eligible candidates as are desirous of being considered for the post and who can be relieved immediately on selection, may be forwarded along with their Cadre clearance, Vigilance Clearance, Integrity Certificates, details of major/minor penalty imposed, if any and send the attested photocopies of the ACRs (not below the rank of Under Secretary to the Govt. of India; with attestation on each page) for the last 5 years to the undersigned so as to reach within a period of 45 days from the date of publication of this circular. Applicants will not be allowed to withdraw their candidature at a later date. No action will be taken on advance copies of the applications or applications not received through proper channel.

Shoba Basil

(Shoba Basil)

Under Secretary to the Govt. of India

Tel.No.23093888

Copy to :

1. All Ministries/Departments of the Government of India.
2. All State Governments (As per list attached)
3. All Sections in the Department of Economic Affairs
4. The Asstt.Editor(Advt.), Employment News, East Block IV, Level 5, R.K. Puram, New Delhi. It is requested to send the estimate and publish the circular in Employment News.
5. Financial Services Division, DEA
6. H.I.C. They are requested for Hindi version of this circular.
7. Sr.Tech.Director (NIC) with the request to upload the circular on the Ministry's Website.
8. PA to JS/Director (Budget)

M-T
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4.6.15

29/05/15

3-6
(राजिव कुमार)
प्रमुख सचिव
निर्वाह पत्र कार्यालय
उ.प्र. शासन

28/05/15
JS(AR)/507

4.6.15
विशेष कार्याधिकारी
मुख्य सचिव
उ.प्र. शासन

ANNEXURE-I

1	Name of the post	Manager (Press)
2	Number of Posts	One
3	Classification	General Central Service, Group-A, Gazetted, Non Ministerial
4	Scale of Pay	PB-3 of ₹ 15,600-39,100 + GP ₹ 6,600 /-
5	Period of Deputation	Three Years
6	Eligibility	<p>Eligibility:</p> <p>1(A) Officers of the Central Government or State Governments:</p> <p>(a) (i) holding analogous posts on regular basis in the parent Cadre or Department; or</p> <p>(ii) with 5 years regular service in the post in pay band PB-3 of ₹15600- 39100+ ₹ 5400(GP) or equivalent in the parent Cadre or Department; or</p> <p>(iii) With 6 years regular service in posts in the pay band PB-2, ₹ 9300- 34800 + ₹ 4800(grade pay) or equivalent in the parent Cadre or Department; or</p> <p>(iv) with 7 years regular service in posts; in the pay band PB-2, ₹ 9300-34800 + ₹ 4600(GP) or equivalent in the parent Cadre or Department; and</p> <p>(b) Possessing the educational qualification and experience as under:</p> <p>Essential:</p> <p>(ii) Bachelors' Degree of Engineering (printing) with specialization in Photolithography or Offset Printing from recognised University with 5 years' experience at the level of Deputy Manager or Technical Officer or equivalent in a Govt. printing press or private press or establishment with staff strength minimum 100 employees, registered under any law for the time being in force;</p> <p>OR</p> <p>(ii) Three years' diploma in Printing or allied technology with specialization in photolithography from a recognized university or institute with 7 year's experience at the level of Deputy Manager or Technical Officer or equivalent in a Govt. printing press or private press or establishment with staff</p>

		<p>strength minimum 100 employees, registered under any law for the time being in force.</p> <p>Desirable:</p> <p>(i) Knowledge of Cost Accounting either as a subject in the qualifying diploma or degree or a separate course in cost accounting from a recognized University or Institute;</p> <p>(ii) 5 years' experience of handling labour in a Govt. printing press or private press or establishment with staff strength of minimum 100 employees, registered under any law for the time being in force.</p>
		<p>The Departmental Deputy Manager (Press) will also be considered alongwith outsiders and in case, he or she is selected, the post shall be deemed to have been filled by promotion.</p> <p>For Armed Forces Personnel: deputation/re-employment, Armed Forces Personnel can be appointed on deputation/re-employment basis. The Armed Forces personnel of the rank of Major in Army and equivalent in Air Force and Navy due to retire or who are to be transferred to reserve within a period of one year and having the requisite qualifications and experience shall also be considered and if selected, such persons shall be given deputation terms upto the date on which they are due for release from the Armed Forces and thereafter they may be continued on re-employment basis (Re-employment upto the age of superannuation with reference to Civil Post)</p> <p>Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.</p> <p>Note 2: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which revised pay structure based on the recommendations of the Sixth Central Pay Commission has been extended, shall be deemed to be the service rendered in the corresponding grade</p>

pay or pay scale extended based on the recommendations of the said Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.

Note 3: The Departmental officer in the feeder category in the direct line of promotion shall not be eligible for consideration for appointment on deputation, similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note 4: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or Department of Central Government shall ordinarily not exceed three years.

Note 5: The maximum age limit for appointment on deputation shall be not exceeding 56 years as on the closing date of receipt of applications).

Note 6: For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1st January 2006 or the date from which the revised pay structure based on the recommendations of the Sixth Central Pay Commission has been extended, shall be deemed to be the service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the said Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.

PROFORMA

1. Post applied for
2. Name and address in Block Letters
3. Date of Birth
4. Date of Retirement under Central Govt. rules
5. Educational Qualifications
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)

Qualification/Experience
Required

Qualification/Experience
Possessed

7. Please state clearly whether in the light of entries made by you above, you meet the requirement of the post?
8. Details of employment, in chronological order (enclose a separate sheet duly authenticated by your signature, if the space below is insufficient)

Ministry/Department	Post held	From	To	Scale of Pay And Basic Pay	Nature of Duties
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:2:

9. Nature of present employment i.e. ad-hoc or Temporary or quasi-permanent or permanent
10. In case the present employment is held on Deputation basis/contract basis, please state;
- (a) The date of initial appointment
 - (b) Period of appointment on deputation/contract
 - (c) Name of the parent Office/Organization to which belong.
11. Additional details about present employment
Please state whether working under
- (a) Central Government
 - (b) State Government } (b) to (e) not applicable for adhoc.
 - (c) Autonomous Organisation } (b) to (e) not applicable for adhoc.
 - (d) Govt. undertaking/ Universities } (b) to (e) not applicable for adhoc.
 - (e) Others
12. Are you in the revised scale of Pay? If yes, Give the date from which the revision took Place and also indicate the pre-revised scale.
13. Total emoluments per month now drawn.
14. Whether belongs to SC/ST
15. Additional information, if any
16. Remarks, if any

Signature of the Candidate**Address** _____

Service particulars given by the applicant are verified with reference to service records and found to be correct.

- (i) It is certified that no vigilance case is either pending or being contemplated against the Officer
- (ii) It is certified that no major/minor penalty has been imposed on the officer during the last 10 years,
- (iii) It is certified that the Integrity of the officer is beyond doubt.

Signature with seal of the Competent Authority