

Government of India
Ministry of Law & Justice
Legislative Department

Room No.411, 'A' Wing"
Shastri Bhawan, New Delhi
Dated the 21 July, 2014.

कानून विभाग

11-2-
(अजय के आवाःतव)
विशेष कार्याधिकारी

To
The Chief Secretary to the
Government of Uttar Pradesh.

Subject:- Appointment to the post of Deputy Legislative Counsel (Hindi Branch) in the Official Languages Wing, Legislative Department, Ministry of Law & Justice on deputation basis.

Sir,

I am directed to circulate the vacancy of Deputy Legislative Counsel (Hindi Branch) in the Official Languages Wing, Legislative Department, Ministry of Law & Justice required to be filled up immediately on deputation basis. The post belongs to General Central Service, Group 'A' (Gazetted, Non-Ministerial) and carries the pay band PB-3 of Rs.15600-39100 plus grade Pay of Rs.7600/-. The appointment to the post is to be made by deputation of Officers in the Central or State Government:-

- (a) (i) holding analogous posts on regular basis in the Parent Cadre or Department; or (ii) with five years' service in the grade rendered after appointment thereto on a regular basis in the PB-3, Rs.15600-39100 plus Grade Pay of Rs.6600/- or equivalent in the Parent Cadre or Department; and
- (b) possessing the educational qualifications and experience prescribed for direct recruits as set out in Annexure-I.

Appointment to the post on deputation will be initially for a period of one year.

I am to request that the applications in the prescribed form (Annexure-A) of suitable officers who satisfy the educational qualifications and experience and whose services can be spared immediately may be sent to this Department. The final selection of the candidate will be made in consultation with the Union Public Service Commission.

3. The applications of willing officers should reach the undersigned (in duplicate) along with their up-to-date CR Dossier, Vigilance Clearance Certificate and Integrity Certificate separately latest by 60 days from the date of publication of the vacancy in the Employment News. While forwarding the applications, a certificate showing that no minor/major penalties has been imposed/pending on the officers in the past ten years may also be enclosed separately.

Yours faithfully,

(B.M. Sharma)

Deputy Secretary to the Government of India

Ph.No.:- 23389014.

श्री 545

14/08/14

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JS(S)/17-1

13-8-14
(राजीव कुमार)
प्रमुख सचिव,
नियुक्ति एवं कार्मिक
उत्तर प्रदेश शासन

2898/55/2014

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14.8.14
नियुक्ति एवं कार्मिक
उत्तर प्रदेश शासन

Copy to:-

1. Ms. Nalini Rani, Editor, Employment News, East Block, Level-III, R.K. Puram, new Delhi-110066. It is requested that the vacancy circular may be given wide publicity in the forthcoming issue of Employment News under intimation to this Department. A copy of the advertisement may kindly be sent to this Department at an early date. The bill for payment may also be sent to this Department immediately at the address of Deputy Secretary, LD.]
2. All ministries/Departments of the Government of India. It is requested that the applications of suitable Central Government Officers who are willing and possess the requisite qualification along with their up-to-date CR Dossier of last five years may be forwarded in the prescribed proforma at the earliest and not later than by 60 days from the date of advertisement in the Employment News.
3. Law Secretaries to all States and Union Territories.
4. Official Languages Wing/Vidhi Sahitya Prakashan/Election Commission of India/Notice Board.
5. NIC Cell. The advertisement may please be put on the website of the Ministry of Law & Justice (Legislative Department).
6. O.L. Section for Hindi version of the circular and its annexure.

Gorke

(Gorke Beri)
Section Officer (Admn.)
Ph.No.-23385023.

CURRICULUM VITAE PROFORMA

1. Name and Address
(In Block Letters)
2. Date of Birth
(in Christian era)
3. Date of retirement under
Central/State Government Rules
4. Educational Qualifications
5. 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)

Qualifications/Experien
ce required

Qualifications/Experien
ce possessed by the
officer

Essential

1)
2)
3)

Desired

1)
2)

6. Please State clearly whether in the light of
entries made by you above, you meet the
requirement of the post.

7. Details of Employment , in chronological order. Enclose a separate sheet duly authenticated by your
signature, if the space below is insufficient

Office/Institution

Post
held

From

To

Scale of Pay
and Basic
Pay

Nature of duties
(in detail)

8. Nature of present employment i.e. Ad-hoc of Temporary or Quasi-Permanent or Permanent
 9. In case the present employment is held on deputation/contract basis, please state:-
 - a) The date of initial appointment.
 - b) Period of appointment on deputation/ contract.
 - c) Name of the parent office/organisation to which you belong.
 10. Additional details about present employment

Please state whether working under (indicate the name of your employer against the relevant column)

 - a) Central Govt.
 - b) State Govt.
 - c) Autonomous Organisation
 - d) Government Undertaking
 - e) Universities
 - f) Others
 11. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.
 12. Are you in 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. Additional information, if any, which you would like to mention in support of your suitability for the post.
(This among other things may provide information with regard to (i) additional academic qualifications (ii) Professional training and (iii) work experience over and above prescribed in the Vacancy Circular/
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Advertisement)

(Note: Enclose a separate sheet, if the space is insufficient).

15. Please state whether you are applying for deputation (ISTC)/ Absorption/ Re-employment Basis (Officers under Central/ State Governments are only eligible for "Absorption" Candidates of non-Government Organisations are eligible only for Short Term Contract).
16. Whether belongs to SC/ST
17. Remarks: (The candidates may indicate information with regard to (i) Research publications and reports and special projects (ii) Awards / Scholarship /Official Appreciation (iii) Affiliation with the professional bodies/ institutions/ societies and (iv)any other information
(Note: Enclose a separate sheet if the space is insufficient)

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the Candidates

Date _____

Address _____

Countersigned

(Employer with seal)

Essential:

A (i) Master's degree in Law (LLM) from a University established or incorporated by or under a Central Act; Provincial Act or a State Act or any institution for higher education deemed to be a University by the Central government or any other institution or foreign University approved by the Central Government.

(ii) should have been a member of State Judicial Service for a period of eight years, or

should have held a post in the legal department of a State Government for eight years, or

should have been a qualified legal practitioner who has practiced as such for eight years, or

should have been a teacher of law for eight years in a recognised institution, or

should have eight years' experience of translation into Hindi of statutes, statutory rules and orders in Central or State Government, or

should have eight years' experience of drafting of statutes in the Central or State Government, or

B (i) Bachelor's degree in Law (LLB) from a University established or incorporated by or under a Central Act; Provincial Act or a State Act or any institution for higher education deemed to be a University by the Central government or any other institution or foreign University approved by the Central Government.

ii) should have been a member of State Judicial Service for a period of ten years, or

should have held a post in the legal department of a State Government for ten years, or

should have been a Central Government Servant who has had experience in legal affairs for ten years, or

should have been a qualified legal practitioner who has practiced as such for ten years, or

should have been a teacher of law for ten years in a recognised institution, or

should have ten years' experience of translation into Hindi of statutes, statutory rules and orders in Central or State Government, or

should have ten years' experience of drafting of statute in the Central or State Government;

(iii) Passed Secondary School Examination or any higher examination from a recognised Board or University or institution through Hindi medium or had offered Hindi as a subject in Secondary School Examination or any higher examination from a recognised board/University or any institution or foreign university approved by the Central Government.

Note. 1:- Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in case of candidates otherwise well qualified.

Note.2:- The qualification(s) regarding experience is/are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in the case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, if at any stage of selection, the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the posts reserve for them.

Desirable:

1. Five years' experience of legislative drafting in Hindi in Central Government or State Government.

2. Bachelor's degree from a recognised university with Hindi as a subject or medium at degree level.