

MINISTRY OF WATER RESOURCES
RIVER DEVELOPMENT & GANGA REJUVENATION
CENTRAL GROUND WATER BOARD
GOVERNMENT OF INDIA
BHUJAL BHAWAN
NH-IV, FARIDABAD
HARYANA - 121001

The CGWB, a subordinate office of Ministry of Water Resources, River Development & Ganga Rejuvenation, Government of India propose to fill up 40 (Forty) posts of Upper Division Clerk (Group-C, Non-Gazetted) in Pay Band-1 with corresponding Pay Scale of Rs. 5200-20200/- plus Grade Pay of Rs. 2400/- (revised Level 4 in the 'Pay Matrix') on deputation basis from amongst officers of the Central Government. The posts are required to be filled up on deputation basis in the following offices of CGWB.

Place of Posting: Faridabad - 12, Jammu - 02, Jaipur / Jodhpur- 3 , Dharamshala - 02, Raipur - 03, Ahmedabad - 03, Nagpur - 03, Chennai - 03, Chandigarh - 03, Bangalore - 02, Kolkata - 02, Guwahati - 02. But, can be posted anywhere in India where CGWB offices are located.

The eligibility criteria, is given as under:-

A. Officials of the Central Government

(i). Holding analogous post on regular basis; or

(ii). Lower Division Clerk in other Central Government Offices with eight years regular service in the grade.

Note 1: Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or Department of the Central Government shall ordinarily not exceeded three years.

Note 2: The maximum age limit for appointment on deputation shall be not exceeding 56 years, as on the closing date of receipt of applications.

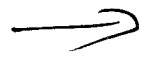
Note 3: The Departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment by deputation and similarly, the deputationists shall not be eligible for consideration for appointment by promotion.

Note 4: 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 recommendation of the Sixth Central Pay Commission has been extended shall be deemed to be 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 shall extend only for the posts for which that grade pay or pay scale is the normal replacement grade without any upgradation.

The pay of the selected officers will be regulated in accordance with the DOP & T's OM No. 2/12/87-Estt(Pay-II)dated 29.04.1988, as amended from time to time.

Officials who volunteer for the post will not be permitted to withdraw their names later. Only such applications which are accompanied by the requisite personal bio-data as in the given will be entertained.

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Duplicate and up-to-date APAR dossiers duly attested alongwith Vigilance clearance/integrity certificate and a statement showing penalties, if any, imposed during the last five years from the concerned department must be attached with the application.

Applications of only those officers who satisfy the requirements mentioned above may be forwarded.

It is requested that the bio-data of eligible officers from Central Government Offices only, who are willing and can be spared in the event of their selection may be sent (in duplicate) duly signed in the given Proforma and with their up-to-date Confidential Reports (attested copies), Integrity Certificate in the prescribed Proforma, Vigilance Clearance so as to reach the Office of the "**Director(Administration)**", **Central Ground Water Board, Bhujal Bhawan, NH-IV, Faridabad-121001** within 60 days from the date of publication of this circular in the Employment News/Rozgar Samachar Weekly. Incomplete nomination(s) and those received after the stipulated date or not received in the prescribed Proforma will not be entertained.

Sreekantan V.
Sr. Administrative Officer

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PROFORMA

Recent
Passport Size
Photo

1.	Name (in block letters)	:				
2.	Post held with Pay Scale	:				
3.	Complete postal address official and residential with mobile no., if any	:				
4.	Date of Birth (in Christian era)	:				
5.	Date of retirement under Central Government Rules	:				
6.	Educational Qualifications					
7.	Option for place of posting in order of preference	:	1. 2. 3.			
8.	Please state clearly whether in the light of entries made by you above, you meet requirements of the post.					
9.	Details of Employment, in chronological order, Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.					
S. No.	Official / Institution	Post held	From	To	Scale of pay and basic pay	Nature of duties (in detail)
10.	Nature of present employment i.e. ad hoc or Temporary or Quasi-Permanent or Permanent		:			
11.	In case the present employment is held on deputation / contract basis, please state:					
a.	The date of initial appointment and Scale of Pay		:			
b.	Period of appointment on deputation / contract		:			
c.	Name of the parent office / organization to which you belong		:			

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12.	Additional details about present employment: Please state whether working under (indicate the name of your employer relevant column): (a) Central Government (b) Autonomous (c) Government Undertaking (d) Universities (e) Others		
13.	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.	:	
14.	Total emoluments per month now drawn	:	
15.	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 qualification (ii) Professional trainings and (iii) Work experience over and above prescribed in the vacancy circular Note: Enclose a separate sheet, if the space is insufficient		
16.	Whether belongs to OBC / SC/ ST	:	

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. I hereby understand and undertake that in the event of my selection to the post, I will not withdraw my candidature or decline the post offered.

Place:
Date:

Signature:
Name:

To be certified by the
Cadre controlling Authority / Head of Department / Head of Office

Certified that the particulars furnished by the officer are correct as per the records held in this office and no disciplinary / Vigilance case is pending or contemplated against the officer and no minor / major penalties are awarded to the officer during the last 10 years. His integrity is beyond doubt. His APAR for the last 5 years (up to 31st March 2017) are enclosed.

Name, Signature
And Seal of the Employer/
Cadre Controlling Authority
Head of the Department
Head of Office

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