

GOVERNMENT OF INDIA
MINISTRY OF DEVELOPMENT OF NORTH EASTERN REGION
NORTH EASTERN COUNCIL SECRETARIAT
NONGRIM HILLS, SHILLONG-793003

Advertisement No.NEC/ADM /79/80/PART/

Dated, Shillong, the 16th June, 2009

The North Eastern Council Secretariat is looking for the services of a suitable officer for appointment to the following post on **deputation basis**. The details of post, eligibility criteria, job requirement, qualification and experience required for the post are indicated in **Annexure-I** below. The maximum age limit for the post should not exceed 56 years as on the closing date of receipt of applications. The pay and other terms and conditions of deputation will be regulated in accordance with DOPT's O&M No.2/29/91-Estt.(Pay-II) dt.5.1.94 as amended from time to time. Eligible and willing candidates may apply through proper channel in prescribed format – **Annexure-II**.

Cadre Controlling Authorities are requested to forward applications of eligible and willing candidates whose services can be spared on deputation immediately on selection, so as to reach the **Director (Admn. & Planning) within 60 days** from the date of publication of this advertisement in the Employment News. Applications in prescribed format (**Annexure-II**) should be submitted in duplicate and should be accompanied by the following documents/certificates. Incomplete applications or applications received after the last date will be summarily rejected without showing any reason.

LIST OF ENCLOSURES TO BE ACCOMPANIED WITH THE APPLICATION.

1. Application in prescribed format – Annexure-II duly completed, signed by the candidate and countersigned by the Cadre/Appointing authority.
2. Attested copies of ACRs for the period not less than the period of eligibility service prescribed for the post duly attested on each page with seal.
3. Integrity Certificate.
4. Vigilance Clearance.
5. No major or minor penalty certificate for the last 10 years of his service.
6. A certificate to the effect that the particulars furnished by the candidate have been verified and found correct as per service records.
7. Cadre clearance certificate.

(S. Mitra)
Director (Admn.& Planning)

ANNEXURE – I

One post of Statistician in the scale of pay of **Rs. 10,000-325-15,200/- (Pre Revised) and pay band of PB 3 – Rs. 15,600 - 39,100 with GP 6,600/- (Revised scale).**
(Period of deputation shall not exceed 3 years).

<p><u>Method of recruitment and Eligibility criteria :</u></p>	<p style="text-align: center;"><u>Deputation</u></p> <p>1. Officers under the Central Government or State Governments or Union Territories :-</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years' service in the grade rendered after appointment thereto on regular basis in posts in the scale of pay of Rs.8000-13,500 or equivalent in the parent cadre or department ; or (iii) with eight years' service in the grade rendered after appointment thereto on regular basis in posts in the scale of pay of Rs.6500-10,500 or equivalent in the parent cadre or department ; and</p> <p>(b) possessing the following educational qualifications and experience :</p> <p>(i) Master's Degree in Statistics or Operations Research or Mathematics or Commerce or Economics (with Statistics) of a recognised University or equivalent. (ii) Five years' experience in compilation, analysis and interpretation of statistical data.</p> <p>(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation or Department of the Central Government, shall ordinarily not exceed three years. The maximum age-limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications).</p>
<p><u>Job Requirement :</u></p>	<p>Compilation, analysis and interpretation of statistical data and other tasks as assigned from time to time as per requirement.</p>

ANNEXURE-II

APPLICATION FORMAT FOR THE POST OF _____

1. Name and address in block letters :
2. Date of birth (in Christian era) :
3. Date of retirement under Central/
State Govt. rules. :
4. Educational qualification. :
5. Whether educational and other
qualifications required for the post are
satisfied (if any qualification has been
treated as equivalent to the one pres-
cribed in the rules, state the authority for
the same).

Qualification/
experience required

qualification/experience
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 requirements of the post.
7. Details of Employment, in chronological order. Enclose a separate sheet, duly
authenticated by your signature, if the space is insufficient.

Office/Instt/Orgn.	Post Held.	From	To	Scale of pay and basic pay	Nature of duties.

8. Nature of present employment i.e. :
ad-hoc or 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.

Contd.....P/2...

10. Additional details about present employment.
Please state whether working under.
(a) Central Govt.
(b) Autonomous Organisations.
(c) State Government.
(d) Government Undertakings.
(e) Universities.
11. 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.
12. Present post held, date from which and
scale of pay and basic pay therein. :
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. Enclose a separate
sheet, if the space is insufficient.
15. Whether belongs to SC/ST. :
16. Remarks.

Date _____
Countersigned (Employer)

Signature of the candidate.

Address _____

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- Note :** (a) The candidate should indicate the name of the post applied for in the space provided for on the top of Application format.
(b) Kindly ensure that C.Rs for last five years, Vigilance Clearance Certificate, Integrity Certificate and a Certificate stating whether any Major or Minor penalties imposed on the concerned applicant have been enclosed alongwith application by the Employer.

VIGILANCE CLEARANCE CERTIFICATE

Certified that no vigilance case is pending or contemplated against
Shri/Smti._____.

Signature:
Designation of
Competent Authority.

MAJOR/MINOR PENALTIES REPORT

Certified that there is no major or minor penalties imposed on
Shri/Smti_____ during last 10 years.

Signature
Designation of
Competent authority.

INTEGRITY CERTIFICATE

Service particulars of Shri/Smti_____ have been carefully scrutinized and it is certified that there is no doubt of his integrity.

Signature:
Designation of
Competent authority.

