No. 24011/01/2016-Estt (B)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
(Department of Personnel and Training)  

North Block, New Delhi, 16th November, 2016  

OFFICE MEMORANDUM  

Subject:- Filling up of the post of Member, Staff Selection Commission, New Delhi (Joint Secretary level) in the pay scale PB-4, Rs.37,400-67,000/- plus Grade Pay Rs. 10,000/- (pre-revised) on deputation basis.

It is proposed to fill up the post of Member, Staff Selection Commission (SSC) in the Staff Selection Commission (Hqrs) at New Delhi in the pay scale PB-4 Rs. 37,400-67,000/- plus Grade Pay Rs. 10,000/- (pre-revised). The eligibility criterion is given in Annexure-I.

2. Application of only such officers will be considered as are routed through proper channel and are accompanied with (i) bio-data in the proforma at Annexure-II; (ii) clear photocopies of the up-to-date APAR dossier of the officer containing APARs of at least last five years, duly attested by a Group ‘A’ officer (if original APAR could not be sent); (iii) An attested Statement indicating the grading in the APAR during the last five years (iv) cadre clearance; (v) clearance from vigilance and disciplinary angle; and (vi) statement giving details of major or minor penalties, if any, imposed on the officer during the last ten years.

3. All Ministries/Departments and the State Governments/UTs are requested to forward the applications of willing and eligible officer in the prescribed proforma to :- Shri M. Selvakumar, Section Officer (Estt-B), Ministry of Personnel, Public Grievances and Pensions (Department of Personnel and Training), Room No. 215-C, North Block, New Delhi-110001, so as to reach this Office, on or before 27th December, 2016.

4. The applications of only those officers may be forwarded who, in the event of their selection, would immediately join the duties of the post, and whom the concerned authorities would be in a position to relieve immediately. The application once forwarded would not be allowed to be withdrawn. Applications received after the prescribed date or not accompanied with the required certificates/documents will not be entertained.

(S. M. Vijayangand  
C.S. (Kovala))

To

(i) The Secretaries, All the Ministries/Departments of Government of India (By Name)
(ii) Chief Secretaries/ Union Territories of all the State Governments ( By Name)  
(iii) All Cadre Authorities of the Government of India  
(iv) Technical Director. NIC. Department of Personnel and Training for up-loading the circular under the heading “what is new” of this Department’s web-site, immediately and under the heading “Vacancy Notification”.

(N. Sriramana  
Director  
Tel. No. 23094637)
ANNEXURE-I

Eligibility Criterion for the post of Member, Staff Selection Commission, New Delhi.

1. Name of Post: Member, Staff Selection Commission, New Delhi.

2. Scale of pay: PB-4, Rs. 37,400-67,000 + Grade Pay of Rs. 10,000/- (pre-revised).

3. Eligibility: Officers of the Central Government (including officers of All India Services and Central Group 'A' Services).
   (a) (i) Holding analogous posts on regular basis in the parent cadre/Department;
   or
   (ii) with five years' service in the grade rendered after appointment thereto on a regular basis in the scale of PB-4, Rs. 37,400-67,000/- with Grade Pay of Rs. 8700/- (pre-revised) or equivalent in the parent cadre or Department, and
   (b) Possessing the following educational qualifications and experience:-
      (i) Post Graduate Degree in any discipline from a recognized University or Institution.
      (ii) 10 years' experience in dealing with Service, Administrative, Vigilance, Establishment and Financial matters.

4. Period of Deputation: The upper age limit at the time of appointment to the post of Member of Staff Selection Commission will be 59 years and he/she shall hold office for a period of five years or till he/she attains the age of 62 years, whichever is earlier, provided that in case a serving officer appointed as Member, Staff Selection Commission retires on superannuation before completing the tenure of five years, he/she shall be deemed to be on re-employment for the remaining period of tenure subject to the upper age limit of 62 years.

5. Age Limit: The maximum age limit for appointment by deputation shall not be exceeding 59 years as on the closing date of the receipt of applications.
ANNEXURE-II

PROFORMA

1. Name and address (in block letters

2. Service to which belongs.

3. Date of Birth:
   and age (as on 27.12.2016)

4. Date of retirement under Central Government rules:

5. Educational Qualification - Graduate/Post-Graduate level:

6. Whether belongs to SC/ST/Minority:

7. Please indicate the following particulars of the present post held:
   (a) Present post held with date:
   (b) Whether regular/ad-hoc:
   (c) Scale of Pay:
   (d) Present basic Pay:

8. Please specify how you meet the prescribed qualifications:
   (i) Whether you are holding analogous posts on a regular basis in the parent
cadre/Department (Please specify yes or No; details to be indicated in the
   table below):
   (ii) Whether you possess five years’ service in the grade rendered after
   appointment on a regular basis in the scale of PB-4 Rs. 37,400-67,000/- with
   Grade Pay of Rs. 8700/- (pre-revised) or equivalent in the parent cadre or
   Department (please specify yes or no; details to be indicated in the table
   below):
   (iii) The details of positions held in the last 10 years should be indicated in
   the table below (starting with the current position):

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<tr>
<th>SI No</th>
<th>Name of office/organization where employed</th>
<th>Post held</th>
<th>From</th>
<th>To</th>
<th>Pay scale</th>
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(iv) The details of experience in the last 10 years in dealing with Service, Administrative, Vigilance, Establishment and Financial matters should be furnished as per table under:

<table>
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<tr>
<th>Field of experience in the last 10 years</th>
<th>Nature of duties</th>
<th>Period of Experience</th>
<th>Organization in which the relevant experience was gained</th>
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<td>(a) Administration</td>
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<td>(b) Vigilance</td>
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<td>(c) Establishment:</td>
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<td>(d) Financial Matters</td>
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9. Additional information, if any, which you like to mention in support of your application for the post.

(Signature of the candidate)
Telephone No (STD code)/Mobile No:
Office Address with office Telephone Number:
Residential Address:
Date:
**APAR GRADING PROFORMA**

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Signature

Name and designation of the Forwarding officer with seal and Telephone Number (STD code) and Mobile Number:
D.O. No. T-21016/5/2016-Acad. Desk

Dated: 26th November, 2016

Dear Sir,

Lal Bahadur Shastri National Academy of Administration, Mussoorie is a premier training institute for IAS officers. It has the responsibility to conduct Foundation Training for AIS and other Group 'A' Central Services officers and Induction training programme for IAS officers. Besides this, the Academy has been entrusted to conduct various phases of mandatory Mid-Career Training Programme for IAS officer at different stages of their service and short Induction training Programme for officers promoted to the IAS.

2. These training programmes in the Academy are coordinated by Deputy Directors and Joint Directors who are on deputation from IAS and other Group 'A' Services. The quality of training is largely dependent on having a capable team of Joint Directors/Deputy Directors. Thus, Academy needs officers who have experience in the field of development administration, qualities of head and hearts to inspire youngsters joining the service and aptitude for teaching and training.

3. At present, the Academy has a sanctioned strength of two Joint Directors which are likely to get vacant w.e.f. 01.04.2017 and both the posts need to be filled up urgently. The officers to the post of Joint Directors in the Academy are primarily drawn from the IAS of Joint Secretary level in GOI under Central Staffing Scheme. The AIS officers posted in the Academy are incentivized by a total central deputation tenure of 7½ years and a training allowance of 30% of basic pay as per 6th CPC. In addition only half of the time spent in the Academy is counted towards the central deputation tenure of 5 years which also enables officers to do a stint in a Ministry in Delhi during the deputation period.
I request you to kindly circulate these vacancies among the IAS officers of Joint Secretary level in Govt. Officers who are interested may send a mail along with a brief CV to Director, LBSNAA (krajeev.up@nic.in) or Joint Director, Smt. Jaspreet Talwar (jaspreet.talwar@ias.nic.in) so that an interaction session of the concerned officer(s) may be organized with the Officer-trainees and/or faculty at the Academy and proceed further in the matter. At that stage of selection, I would request your support by way of an NOC to Govt for the deputation of the concerned officer to the post of Joint Director in the LBSNAA, Mussoorie.

Yours Sincerely,

Shri S.M. Vijayanand
Chief Secretary
Govt. of Kerala
Secretariat
Thiruvananthapuram

(Jishnu Baruah)