



नौएडा विशेष आर्थिक क्षेत्र  
NOIDA SPECIAL ECONOMIC ZONE

भारत सरकार

Government of India

वाणिज्य एवं उद्योग मंत्रालय, वाणिज्य विभाग

Ministry of Commerce & Industry, Deptt. of Commerce

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F. No. A-12024/3/99-Admn 2420  
Dated: 11.03.2016

**VACANCY CIRCULAR**

**Sub: Filling UP the post of Assistant Development Commissioner in Pay Band of ₹ 9300-34,800/- (PB-II) with Grade Pay of ₹ 4600/- in the office of Development Commissioner, Noida Special Economic Zone, Noida-reg.**

Applications are invited, through proper channel, for preparing a panel for filling up one anticipated vacancy of Assistant Development Commissioner, on deputation basis in the Pay Band of ₹ 9300-34800/- (Grade pay of ₹ 4600/-) in the office of Development Commissioner, NSEZ. The eligibility for the post is detailed in enclosed Annexure-I.

Applications, in duplicate in the enclosed Annexure-II, of the eligible and willing officer, who could be relieved in the event of selection, may please be forwarded to the Development Commissioner at the above mentioned address on or before 60 days from the date of publication of the vacancy circular in Employment News, along with the following documents:-

1. A copy of complete and up-to-date confidential reports/ACRs Grading for the last five years;
2. Vigilance clearance and Integrity Certificate;
3. Details of minor or major penalties imposed, if any, during last 10 years. If no penalties have been imposed, it should be so stated.

Application received after the date or without the confidential reports and other necessary documents or otherwise found incomplete will not be considered.

The initial period of deputation is 3 years and all rules, regulations and provisions issued from time to time for deputation shall be applicable. In terms of para 8.4 of DOPT OM no. 6/8/2009-Estt.(Pay II) dated 17.06.2010, "There shall be a mandatory 'cooling off' period of three years after every period of deputation/foreign service up to Joint Secretary level posts and one year for Additional Secretary level posts."

A Govt. officer in higher grade pay/scale shall be ineligible for appointment on deputation to post in the lower grade pay/scale in terms of Deptt. of Expenditure's O.M. No. 1/1/2008-LC dt. 26.03.2009 and DOPT O.M. No. 6/8/2009-Estt(Pay II) dt. 17.06.2010.

This vacancy circular and proforma is available on NSEZ website "www.nsez.gov.in"

(Subodh Kumar Jha)

Asstt. Development Commissioner

1. Name of the Post: Assitant Development Commissioner [01 post, General Central Service Group B, Gazetted ₹ 9300-34800/- G.P. - ₹4600/-]
2. Eligibilty for Deputation: Officers under the Central Government
  - (a) (i) Holding analogous post on regular basis in the parent cadre or Department, or
  - (ii) with six year's regular service in the grade rendered after appointment thereto on regular bais in the scale of pay of ₹ 9300-34800/- G.P. - ₹4200/- or equivalent in the parent cadre or department; and
  - (b) Possessing two years experience in the field of Industrial development or foreign trade.

The deptmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation.

(The 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.)

3. **Job Requirements:** Supervising the funtions of the Licensing Section, work relating to project approval, Import/Export Policy, Claims for reimbursement of CST, DBK, TED, monitoring of performance of Export Oriented units/Special Economic Zone units.

BIO - DATA

ANNEXURE - II

1. Name and office address (in BLOCK LETTERS) :
2. Date of Birth :
3. Date of retirement under Central/  
State Government Rules :
4. Educational Qualification :
5. Present basic pay :
6. Post held on regular basis with scale of  
pay (revised) and date of appointment  
thereto on regular basis :
7. Permanent Post held with scale of pay  
(revised ) and date of confirmation :
8. Details of Employment in chronological  
order, (enclosed a separate sheet, duly  
authenticated by your signature, if the  
space below, is not sufficient).

S. No.	Name of the Office/ Organization	Post held	From	To	Scale of pay and basic pay	Nature of duties
1	2	3	4	5	6	7

9. Nature of present employment i.e.  
whether ad-hoc or temporary  
or permanent. :
10. In case the present employment is  
held on deputation bases, please state; :
- (a) Date of appointment to the present post :
- (b) Period of appointment on  
Deputation / contract :
- (c) Name of the parent office/  
Organization to which you belong. :
11. Additional details about present  
Employment  
Please state whether working under  
(a) Central Government  
(b) State Government  
(c) Autonomous Organization  
(d) Government Undertaking  
(e) University
12. Additional information, if any which  
Which you would like to mention in  
Support of your suitability for posts.  
(enclose a separate sheet, if the space  
is not sufficient).
13. Whether belong to SC/ST :

Place:  
Date:

Signature of the candidate