

No.A.35012/01/2015-D
Government of India
Ministry of Health and Family Welfare
Directorate General of Health Service
Central Drugs Standard Control Organization
FDA Bhawan, Kotla Road, New Delhi

Applications are invited for filling up the one post of Jr. Administrative Officer, Central Drugs Laboratory, Kolkata under Directorate General of Health Services in the revised pay scale of (Rs. 44900-126600/-) in the pay matrix of level 7 as per 7th CPC, 2016 by transfer on deputation from the officers under Central/State Governments.

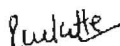
Eligibility Conditions:

- (a) (i) holding analogue posts; **or**
- (ii) with 3 years service in posts in PB-2, Rs. 9300-34800 + grade pay Rs. 4200/- (pre-revised) / In the revised pay scale of Rs. (35,400 - 99,800) in the pay matrix of level 6 as per 7th CPC 2016 or equivalent ; **or**
- (iii) with 8 years service in posts in PB-2, Rs. 5200-20200 +grade pay Rs. 2800/- (pre-revised) / In the revised pay scale of Rs. (292 00 - 82000) in the pay matrix of level 5 as per 7th CPC 2016 or equivalent ; **and**
- (b) Possessing experience in administrative, establishment & accounts matters.

The departmental superintendent with 3 years regular service in the grade will also be considered and in case he is selected for appointment to the post, the same shall be deemed to have been filled by promotion.

(Period of deputation shall not ordinarily exceed 3 years)

Eligible and interested persons may apply through proper channel on the Proforma given along with (in duplicate). The applications should reach the undersigned within 45 days of publications of this advertisement in the Employment News. While forwarding the applications it shall be ensured that the particulars of the candidates are duly verified from the service records that they actually fulfil the eligibility requirements and no vigilance case / disciplinary proceedings are pending / contemplated against the candidate concerned. The ACR Dossiers in original, integrity certificate / vigilance clearance and cadre clearance etc. must also be enclosed along with the applications. Applications received after the last date for receipt of applications and or without the afore-mentioned documents / certificates will be similarly rejected. Candidates will not be allowed to withdraw their applications once forwarded.


(Pratima Kerketta)
Dy. Director Admn. (Drugs)

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PERFORMA

1. Name :
2. Date of birth :
3. Educational and other special Qualifications :
4. Service to which belongs :
- a) Complete address of Authority :
5. a) Present post held
- b) Date since held on regular basis :
- c) Present Pay :
- d) Scale of Pay :
- e) Post held on regular basis, its
Pay scale and date of regular appointment :
6. Experience :
7. Training experience :
8. Whether S.C./S.T. :
9. Date of reversion from last deputation :
10. Complete official address with
Telephone Number :