

No.7-8/2018-MC  
Government of India  
Ministry of Human Resource Development  
Department of Higher Education  
(Minority Cell)

Shastri Bhawan, New Delhi,  
Dated: 15<sup>th</sup> July, 2018

**VACANCY CIRCULAR**

Subject: Filling up of vacancy for the post of Deputy Secretary through the method of deputation in the National Commission for Minority Educational Institutions (NCMEI), New Delhi, a Statutory Body created under an Act of Parliament – Calling for applications - regarding

The undersigned is directed to state that the Central Government (Ministry of HRD) in exercise of the powers conferred by the Section 6 of the National Commission for Minority Educational Institutions Act, 2004 (2 of 2005) has framed and issued the Notification dated 12.7.2016 relating to National Commission for Minority Educational Institutions (Group-A, Group-B and Group-C posts) Recruitment Rules, 2016, which was published in the Gazette of India (Extraordinary) on 13.7.2016. Accordingly, the Central Government (Ministry of HRD) proposes to fill up vacancy for the post of Deputy Secretary through the method of deputation in the National Commission for Minority Educational Institutions (NCMEI), New Delhi, a Statutory Body created under an Act of Parliament under Ministry of Human Resource Development, the details of which along with their eligibility criteria are given as under:-

Sl. No	Name of post/ number of vacancies	Classificat ion of post	Pay-Scale	Mode of Recruitment	Eligibility
	A	B	C	D	E
1	Deputy Secretary  (01 Post)	General Central Service, Group A Gazetted, Ministerial	#Rs.15600- 39100 (PB-3) Grade Pay Rs.7,600	Deputation	Officers under the Central Government:-  (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 a regular basis in post in PB-3 in the scale of pay of Rs. 15600-39100/- with Grade Pay of Rs.6600/- or equivalent in the parent cadre or department.

# As per 6<sup>th</sup> CPC. The salary will be made as per corresponding scale as given in 7 CPC.

2. **Regulation of pay and other terms of deputation:**

The pay of the selected candidate will be regulated under the provisions contained in the DoP&T O.M. No.6/8/2009-Estt.(Pay II) dated 17/06/2010 as amended time to time.

3. **Age-limit:** The maximum age-limit for appointment by deputation **shall not be exceeding fifty-six (56) years** as on the closing date of receipt of applications.

4. **Period of deputation:** Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/Department of the Central Government **shall ordinarily not exceed 5(Five) years.**


5. **Reservation of SC/ST:** No provision for reservation exists for the posts to be filled up on deputation basis.

6. Applications (in duplicate) only in the prescribed proforma (**Annexure-I**) of the eligible candidates whose services can be spared immediately on selection, together with the certificate from the Forwarding Authority (in proforma **Annexure-II**) along with the following documents:

- (i) Integrity certificate
- (ii) List of major/minor penalties imposed if any, on the official during the last 10 years; (if no penalty has been imposed a 'Nil' certificate should be enclosed).
- (iii) Vigilance clearance certificate.
- (iv) Attested photocopies of the ACRs for the last five years (2013-14 to 2017-18) (attested on each page by an officer not below the rank of an Under Secretary to the Govt. of India).

The Applications along with relevant documents in support of qualifications and experience, etc., may be forwarded to "The Under Secretary (Minority Education), Department of Higher Education, Ministry of Human Resource Development, Room No.535, Fifth Floor, C-Wing, Shastri Bhawan, New Delhi – 110001" **within 30 (Thirty) days** of the publication of this circular in the Employment News/Rozgar Samachar. Applications not forwarded through proper channel or those received without the requisite certificates and necessary documents will not be entertained.

7. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently. **Government strives to have a workforce who reflects gender balance and women candidates are encouraged to apply.**

  
13/7/18

(Davinder Pal Singh)

Deputy Secretary to the Govt. of India

Tel: 23381470

Email: [singh.d@nic.in](mailto:singh.d@nic.in)

[tulsinegi.edu@nic.in](mailto:tulsinegi.edu@nic.in)

[minoritycell.edu@gov.in](mailto:minoritycell.edu@gov.in)

To:-

- 1) All Ministries/Departments of Govt. of India (as per list).
- 2) All Attached/Subordinate /Autonomous Organisations of the M/o HRD(as per list).

- 3) Estt-I / Estt-II / Estt.-III / Estt.-IV Sections, Ministry of HRD. The eligible and interested officers may forward their applications through their concerned Admn. Section within the stipulated date.
- 4) CMIS, Ministry of HRD – for uploading the vacancy circular on the E-office portal of the Ministry of HRD
- 5) NIC, Ministry of HRD - for uploading the vacancy circular on the official website of the Ministry of HRD
- 6) The Director, Directorate of Advertising & Visual Publicity (DAVP), Ministry of Information and Broadcasting, Room No. 269, Sookhana Bhavan, C.G.O. Complex, New Delhi, for publishing this circular in the ensuing issue of Employment News / Rozgar Samachar.
- 7) Smt. Pushpinder Kaur, General Manager-cum-Chief Editor, Employment News, Ministry of Information & Broadcasting, East Block-IV, Level-5, R.K. Puram, New Delhi-110066, for publishing this circular in the ensuing issue of Employment News / Rozgar Samachar.
- 8) National Informatics Centre, Department of Personnel and Training, North Block, New Delhi-110001 for uploading this vacancy circular on their Official website.
- 9) National Career Service (NCS) Portal of the Ministry of Labour & Employment, Shram Shakti Bhawan, New Delhi for uploading this vacancy circular on their Official website.
- 10) Copy for Folder



(Davinder Pal Singh)  
Deputy Secretary to the Govt. of India  
Tel: 23381470