

F. No. 2/2-1/2019-HR/2910
Government of India
Ministry of Electronics & Information Technology
Unique Identification Authority of India (UIDAI)
7th Floor, MTNL Exchange Building
GD Somani Marg, Cuff Parade, Mumbai-400 005

Dated: 03-07-2019

SUBJECT: Vacancy circular for the post of Deputy Director on deputation in UIDAI, Regional Office, Mumbai.

Unique Identification Authority of India (UIDAI), Regional Office Mumbai invites applications for the post of Deputy Director on deputation basis in its office located in Mumbai, from amongst suitable and eligible officers of Central Government/State Government/ UTs/ PSUs/ Autonomous bodies. The details of post, Number of vacancies, eligibility criteria and qualifications for this post are as follows:

| Name of the post and pay scale with Grade Pay | Number of vacant posts | Eligibility Criteria | Desirable Qualifications/ Experience |
|---|------------------------|--|--|
| Deputy Director Pay matrix Level -11 (Pre-revised Pay Band III, Rs. 15600-39100 + GP of Rs. 6600/-) | 02 (Two) | Holding analogous post in the same scale of pay; OR Having five years regular service in PB-II /PB-III with GP of Rs. 5400/- or equivalent. OR Having six years regular service in PB-II with GP of Rs. 4800/- / equivalent. | Five years experience in Admn. / Estt. / Budgeting / Procurement/ Planning and Policy Formulation / Implementation of Govt. schemes and projects, Excellent Computer Skills. |

2. Period and other terms and conditions of deputation:

The initial period of deputation shall be for three years extendable by a further period of two years as per Department of Personnel & Training O.M.No.6/8/2009- Estt. (Pay-II) dated 17.06.2010. The terms and conditions of deputation will be governed by the DoP&T's aforementioned O.M. of 17.6.2010 and Government of India's instructions issued from time to time on the subject.

3. Age Limit

The maximum age limit for appointment on deputation shall not exceed 56 years as on the closing date of receipt of application.

4. Eligibility for Government Accommodation

As per the ongoing arrangement, the officers appointed in the UIDAI will be eligible for General Pool Residential Accommodation at par with Central Government employees.

5. Eligible and willing candidate may apply through proper channel in prescribed format: Annexure I. Cadre authorities/ Head of Departments are requested to forward applications of eligible and willing candidates whose services can be spared on deputation immediately on their selection. The applications of only such officers would be considered that are routed through proper channel and are accompanied by following documents:

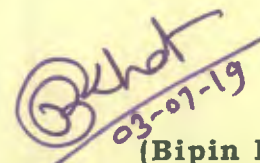
- i. Application in prescribed pro-forma - **Annexure I**.
- ii. Cadre Clearance Certificate from the Controlling Authority
- iii. Statement giving detail of Major/ Minor penalties, imposed upon the Officer, if any, during the last ten (10) years (**Annexure II**)
- iv. Vigilance Clearance/Integrity Certificate (**Annexure II**)
- v. Photocopies of the ACRs/APARs for the last five (5) years duly attested on each page by an officer not below the level of Under Secretary or equivalent (**Annexure II**).

6. While forwarding the application it may also be verified and certified by the cadre controlling authority that the particulars furnished by the applicant are correct (**Annexure II**).

7. The applications of suitable and eligible officers complete in all respect, in the prescribed format (Annexure-I), along with documents listed above may be forwarded to **ADG (Admin), Unique Identification Authority of India (UIDAI), 7th Floor, MTNL Exchange Building, GD Somani Marg, Cuffe Parade, Mumbai- 400005. The last date for receipt of applications complete in all respect is 30th August 2019.** Candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

8. Applications received after the last date or otherwise found incomplete shall not be entertained.

9. UIDAI, Regional Office, Mumbai reserves the right to withdraw the vacancy circular at any time without assigning any reasons.


03-07-19

(Bipin Khot)
Assistant Director General
Unique Identification Authority of India

1. All Ministries/Departments of the Government of India, It is requested that the vacancy may be given wide publicity in the attached & subordinate Offices under them.
2. All the State Governments, including Union Territories are requested to give wide publicity to the vacancy in their various Departments/Offices.
3. All Public Sectors Undertaking/Statutory or Autonomous Organizations/O/o JS Trg. & CAO/AIR HQ/NAVY HQ/Director (Estt.), Bureau of Indian Standards, New Delhi.
4. Under Secretary (CS-II), CS Division, Deptt of Personnel & Training, Lok Nayak Bhavan, New Delhi- with the request to upload the enclosed vacancy circular on the DoP&T's website.
5. Media Division, UIDAI HQ, for publication of above advertisement in National Dailies.

Annexure-I**APPLICATION FOR THE POST OF DEPUTY DIRECTOR (DD) , IN UIDAI, RO, MUMBAI**

| | | | | | |
|-------|---|-------------|--|---|--------------------------------|
| 1 | Name | | Paste your recent Passport Size Photograph | | |
| 2 | Date of Birth | | | | |
| 3 | Present Post | | | | |
| 4 | Date from which the present post is held on regular basis | | | | |
| 5 | Present place of posting | | | | |
| 6 | Service | | | | |
| 7 | Parent Cadre | | | | |
| 8 | Date of joining Service | | | | |
| 9 | Pay Matrix of the present post | | | | |
| 10 | Basic Pay drawn | | | | |
| 11 | Old Pay Scale + Grade Pay | | | | |
| 12 | Whether the eligibility criteria prescribed for the post are satisfied | | | | |
| 13 | Mobile/Office/Residence Number | Mobile: | | | |
| | | Office: | | | |
| | | Res.: _____ | | | |
| 14 | Educational/ Professional Qualification (Please mention Graduation level and above) (Attach separate sheet if required) | | | | |
| Sr.No | Qualification | Subject | Year/ Division | Institution/ University Place/ Country | |
| 15 | Details of Experience/ employment (Please attach a separate sheet, if required) | | | | |
| Sr.No | Office | Post Held | From | To | PayBand Alongwith Grade Pay |
| 16 | Date of retirement under Central Government Rules | | | | |
| 17 | Training(s) undergone | | | | |

Certified that information furnished above by me is correct in all respect to the best of my knowledge & belief.

Date & Place

(Signature of the Candidate)

Annexure-II

To be filled up by the cadre controlling authority

Office of

F.No Date:.....

1. The applicant, if selected, will be relieved immediately.
2. Certified that the particulars furnished by the officer have been checked from available records and found correct.
3. Certified that the applicant is eligible for the post applied as per conditions mentioned in the circular/advertisement.
4. Integrity of the applicant is certified as 'Beyond Doubt'.
5. No Vigilance case is pending/contemplated against the Officer.
6. It is certified that no penalty has been imposed on the applicant during the last 10 years (Alternatively, penalty statement during the last 10 years may be enclosed).
7. Attested photocopies of up-to-date ACRs/APARs for the last 5 years are enclosed. Photocopies of ACRs/APARs have been attested on each page by an officer not below the rank of Under Secretary or equivalent.

Signature

Name, Designation & Tele of the forwarding officer

(Office Stamp)

Date:

Place: