संघ प्रदेश दस्तावेज एवं दीव प्रशासन
प्राथमिक का्र्यालय,
तकनीकी प्रशिक्षण संस्थान,
फोटो एरिया, सेंट्रल द्वारा : 396 220

सं 11.2/डीटीई(तक. प्रशी. सम्पादन)/2011-12/5-34

प्रतिवेदन: 26/11/2012

संघ प्रदेश दस्तावेज एवं दीव के अन्तर्गत तकनीकी प्रशिक्षण संस्थान द्वारा दस्तावेज और दीव के लिए सहायक निदेशक पद प्रशिक्षित होने वाले विद्यार्थियों के लिए निम्नलिखित विवरण का आदेश किया जा रहा है -

<table>
<thead>
<tr>
<th>पद का नाम</th>
<th>पद की संख्या</th>
<th>शैक्षिक अंतर्गत</th>
</tr>
</thead>
</table>
| सहायक अधिकारी (वेतनभार-2) | 01 सामान्य | कृषि/राजनीति/संघ प्रदेश/लैंड कार्यालय/लैंड कार्यालय/शिक्षक उपकरण के अधिकारी।
| | | क्र(i) मूल संग्रह/विभाग में नियुक्ति अधिक पर लागू पद धारण करने है।
| | | क्र(ii) मूल लाभ/विभाग में नियुक्ति के बाद उल्लंघन पढ़े शेष में वेतन वैध-2 रुपये 93000-34800 शेष वेतन-4200 के वेतनभारत या सात वर्षीय पद के माध्यम से शेष वर्षीय पद संभव।
| | | क्र(iii) निम्नलिखित योग्यताओं अनुसार क्र: ।
| | | i. अधिकारिक / वर्गमय शास्त्र संस्थान में दिल्ली
| | | ii. शिक्षण एवं विद्यालय प्रबन्ध में किसी उदयम में 02 वर्षों का अनुभव।
| | | क्र(iv) विभाग के माध्यम से विभाग शास्त्र संस्थान में इस नियुक्ति से तुरंत पहले अधिकारियों के अधिकार पर भर्ती हो गए दूसरे संबंधी कार्य पदों पर प्रशिक्षित, प्रशिक्षित संबंधी के अधिकार संबंधी प्रशिक्षित संबंधी के अधिकार संबंधी तीन वर्षों से अधिक नहीं होनी चाहिए।
| | | प्रशिक्षित पर स्थिती स्थापना द्वारा नियुक्ति की अधिकार पर स्थापना अधिकार (अधिकारी संबंधी सहित) आवेदन प्रक्रिया की अधिक तिथि को 56 वर्षों से अधिक नहीं होनी चाहिए।

लेखक सरदार समाप्त पर एवं संघ प्रदेश इलेक्ट्रॉनिक वेबसाइट पर भी सामान्य जानकारी प्रसारित कर दी गई है।

सी.एम. भर्ती शाखा (प्रशीनक) (जी.एम. प्रशीनक) तकनीकी प्रशिक्षण संस्थान, दमान
Applications are invited from eligible candidates for the post of Assistant Director to be filled by deputation (including short term contract) under Administration of Daman & Diu as per eligibility criteria given below:

<table>
<thead>
<tr>
<th>Name of the post &amp; Pay Scale</th>
<th>No. of Post</th>
<th>Educational Qualification</th>
</tr>
</thead>
</table>
| Assistant Director Pay Band-2 | 01 Gen. | Officers of the Central /State Govt./Union Territories/Autonomous Bodies /Public Sector Undertaking -
A (i) Holding analogous post on regular basis in the parent cadre/department OR
(ii) with three years service in the grade render after appointment thereto in regular basis in scale of pay of Pay Band-2 Rs. 9300-34800 with Grade Pay Rs. 4200 or equivalent in the parent cadre/department And
B) Possessing the following
(i) Degree in Engineering /Business Administration
(ii) 2 years experiences in Administration and Financial Management.

Period of deputation / Contract including period of Deputation / Contract in another ex cadre posts held immediately preceding this appointment in the same or some other Organization/department of the Central Govt. shall ordinarily not exceeding three years. The Maximum age limit for appointment by transfer on deputation (including short term contract) shall be not exceeding 56 years, as on the closing date of application.

The candidate should submit application in prescribed bio data sheet with latest photograph attested by a Gazetted Officer giving full details regarding Educational and other Qualification, Date of Birth, Experience, ACR’s etc. accompanied with attested copies of each documents / certificates so as to reach the office of the Principal, Technical Training Institute, Daman - 396220 within sixty days from the date of issue of this Advertisement in Employment News, National Newspaper and Local Newspaper at the latest. The format of application (BIO DATA SHEET) form is available on website www.daman.nic.in. The application received with requisite documents as stated above shall only be taken into consideration and if received within the stipulated time, no correspondence will be entertained as regards incomplete / time barred application. Applicant must attach experience Certificate with ACR’s, without which application will be rejected. Person already in service in Government / other organization should apply through proper channel.

(J.P. Solanki)  
I/c. Principal,  
Technical Training Institute, Daman
No.11.2-DTE(TTI)PART-1/2012-2013/ Z24
Administration of Daman & Diu,
O/o. the Addl. Secretary (Education)
Secretariat, Fort Area,
Moti Daman – 396 220.

Dated:- 29/11/2012.

CIRCULAR

Sub:- Filling up the post of in the cadre of Assistant Director under the Administration of Daman & Diu by Deputation.

It is proposed to fill up one (01) post in the cadre of Assistant Director in the Administration of Daman & Diu by Deputation from amongst the Officers of the Central / State Government / Union Territories / Autonomous Bodies / Public Sector undertaking:-

The PB, GP (Pre-Revised Scale of Pay), eligibility condition, qualification, experience and the period of deputation prescribed for the post are indicated in the ANNEXURE – I

The pay of the officer selected will be regulated in accordance with the extent DOPT’s Pay Rules as amended from time to time.

The vacancy may be circulated amongst the officers working in your Ministries/Departments of Government of India/State Governments/Union Territories Autonomous Bodies/Public Sector undertaking.

It is requested that the Bio-Data (in the Proforma attached), Integrity Certificate, Vigilances Clearance Certificate,(statement showing details of minor & major penalties, if any imposed during the last 10 years), Annual Confidential Reports dossier (for last 5 years) of willing and suitable Officers in the Central Government/ State Government/Union Territories, who can be relieved, if selected, may be sent to the Principal, Technical Training Institute, U.T. Administration of Daman & Diu, Fort Area, Moti Daman – 396 220 for consideration within sixty days from the date of issue of this Circular and advertisement in Employment News.

To,
1) All Ministries Department of Central Government, New Delhi.
3) All the Heads of Offices, Daman / Diu.
4) The D.I.O., NIC, Daman for uploading on Website.
ANNEXURE – I

1. Name of the post : Assistant Director.

2. Number of post : 1 (One)


4. Pay : PB-2, Rs. 9300-34800 with Grade Pay Rs. 4600/- (Pre-Revised Scale of Pay Rs. 6500-175-9000).

5. Method of Recruitment : Deputation (Including Short Term Contract):

6. Eligibility : Officers of the Central / State Govt. / Union Territories / Autonomous Bodies / Public Sector Undertaking:-

A) (i) Holding analogous post on regular basis in the parent cadre / department:

OR

(ii) with three years service in the grade render after appointment thereto in regular basis in scale of pay of Pay Band – 2 Rs. 9300-34800 with Grade Pay Rs. 4200 or equivalent in the parent cadre / department : And

B) Possessing the following

(i) Degree in Engineering / Business Administration

(ii) 2 years experiences in Administration and Financial Management.

(Period of deputation / Contract including period of Deputation / Contract in another ex cadre posts held immediately preceding this appointment in the same or some other Organization / department of the Central Govt. shall ordinarily not exceeding three years. The Maximum age limit for appointment by transfer on deputation (including short term contact) shall be not exceeding 56 years, as on the closing date of application).

( Krishan Kumar )
Addl. Secretary (Education), Daman & Diu.
ANNEXURE – A

BIO DATA PRO FORMA

1. Name and address in Block letters ... ...
2. Dated of Birth (in Christian era) ... ...
3. Date of retirement under Central / State Government Rules ... ...
4. Educational Qualifications ... ...
5. Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same)

<table>
<thead>
<tr>
<th>Qualifications / Experience required</th>
<th>Qualifications / Experience possessed by the officer.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Essential (1)</td>
<td></td>
</tr>
<tr>
<td>(2)</td>
<td></td>
</tr>
<tr>
<td>(3)</td>
<td></td>
</tr>
<tr>
<td>Desirable (1)</td>
<td></td>
</tr>
<tr>
<td>(2)</td>
<td></td>
</tr>
</tbody>
</table>

6. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post ... ...

7. Details of Employment in chronological order, Enclose a separate Sheet, duly authenticated by your signature, if the space below is insufficient.

<table>
<thead>
<tr>
<th>Office / Institution / Organization</th>
<th>Post held</th>
<th>List of Pay and last basic pay</th>
<th>Nature of duties</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>From</td>
<td>To</td>
<td></td>
</tr>
</tbody>
</table>

8. Nature of present employment (i.e.) ad hoc, temporary of permanent ... ...

9. In Case the present employment is held on deputation / contract basis, please state ...

   (a) The date of initial appointment ... ...

   (b) Period of appointment on deputation / contract ... ... ... ...

   (c) Name of the parent office / organization to which you belong ...
10. Additional details about present employment...
   Please state whether working under ...
   (a) Central Government ...
   (b) State Government ...
   (c) Autonomous Organization ...
   (d) Government Undertakings ...
   (e) Universities ...

11. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale ...

12. Total emoluments per month now drawn ...

13. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient ...

14. Whether SC/ST ...

15. Remarks. ...

Date: 
Signature of the Candidates.
Address:

To be certified by the Employer / Forwarding Authority.

Certified that the particulars furnished by the Applicant have been verified with reference to his service records and found correct. No Vigilance / disciplinary proceedings either pending or contemplated against the Officer.

Date: 
Signature of the Employer / Forwarding Authority with Office Seal.