


No.6/103/99-PER/ 3101
Administration of Daman & Diu,
Department of Personnel &
Administrative Reforms,
Secretariat,
Daman – 396 220.

Dated: 09/01/2014.

**Sub:- Filling up the post of Superintending Engineer (Civil)
under the U.T Administration of Daman & Diu by Deputation.**

It is proposed to fill up **One (01)** post of Superintending Engineer (Civil) in the Public Works Department, U.T. Administration of Daman & Diu by Deputation from amongst the Officers of the Central/State Government /Union Territories.

2. 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**
3. The pay of the candidate selected for appointment on deputation basis will be regulated in accordance with the general orders on the subject.
4. The vacancy may be circulated amongst the officers/Engineers working in your Ministries/Departments of Government of India/State Governments/Union Territories.
5. It is requested that the Bio-Data (in the Proforma attached), Integrity Certificate and Vigilance Certificate, Annual Confidential Reports dossier of willing and suitable Officers/Engineers in the Central Government/State Government/Union Territories who can be relieved, if selected, may be sent to the **Deputy Secretary (Personnel), Department of Personnel & Administrative Reforms, Secretariat, Moti Daman – 396 220** within **sixty days**


(S. K. Varma)
Deputy Secretary (Pers.)

To,

1. All Ministries / Department of Central Government, New Delhi.
2. The Chief Secretary, All State Government / Union Territories.
3. The Director General/Secretary, Central Public Works Department, Room No. 101, A Wing, Nirman Bhavan, New Delhi.
4. The Secretary, (Roads & Works), Govt. of Maharashtra, Mantralaya, 2nd floor, 264, Main Building, Mumbai-32
5. The Principal Secretary, (Road & Building), Govt. of Gujarat, Block No. 1, 2nd floor, New Sachivalaya, Gandhinagar-382 010..
6. The Principal Secretary, Public Works Department, B Wing, 5th floor, Delhi Secretariat, I. P. Estate, New Delhi.
7. The D.I.O., NIC, Daman for uploading on Website.

(b) Name of the parent office/organization to which you belong.

10. Additional details about present employment Please state whether working under :
Central Government/State Government / Autonomous Organisations / Government Undertakings/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 belongs to 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.


Signature of the Employer/
Forwarding Authority with
Office Seal.

ANNEXURE – I

- 1 Name of the post : Superintending Engineer (Civil)
- 2 Number of post : 1 (One)
- 3 Pay : PB-3 Rs.15600-39,100- with Grade Pay Rs.7600/-
(pre-revised scale of pay Rs. 12000-16500)
- 4 Eligibility : Officer under the Central/State Govt./Union Territories
- (a)
- i. holding analogous post on regular basis in the parent cadre / Department ; or
 - ii. with five years service in the grade rendered after appointment thereto on regular basis in the Pay Band- 3 of Rs. 15600-39100 with Grade Pay Rs. 6600/- (pre-revised scale of Pay Rs.10000-15200) or equivalent in parent Cadre / Department; and ;
- (b) possessing the following educational qualifications and experience:

ESSENTIAL:

- i. Degree in Civil Engineering from a recognized University or equivalent.
 - ii. Ten years experience in Civil Engineering Works / Projects.
- : (The Period of deputation including the 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 three years. The minimum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of application).


(S. K. Varma)
Deputy Secretary (Pers.)

BIO DATA PRO FORMA

1. Name and Address in Block letters.
2. Dated of Birth (in Christian era)
3. Designation
4. Pay Scale/Pay Band + Grade Pay
3. Date of Superannuation 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).

| | Educational Qualifications / Experience required | Educational Qualifications / Experience possessed by the officer. |
|--------------------|---|--|
| Essential : | Degree in Civil Engineering from a recognized University or equivalent. | |
| Experience: | Ten years experience in Civil Engineering Works / Projects. | |

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.

| Office / Institution/ Organisation | Post Held | | Pay Scale / Pay Band + Grade Pay | Nature of Duties |
|---|------------------|-----------|---|-------------------------|
| | From | To | | |
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8. Nature of present employment (i.e.) ad hoc, or regular.
9. In case the present employment is held on Deputation/contract basis, please state---
 - (a) The date of initial appointment
 - Period of appointment on deputation/contract