

No. 14-01/2017-Arch.
Government of India
Ministry of Communications
Department of Telecommunications
618-A, Mahanagar Doorsanchar Bhawan,
JLN Marg, New Delhi -110 002.

Dated: 14.05.2018

To

1. The Secretary,
All Ministries Departments,
Government of India.
2. The Chief Secretary,
All State Governments

OFFICE MEMORANDUM

Subject: Filling up two posts of Senior Architects in Architecture Wing of P&T Building Works Group 'A' Service of Department of Telecommunications on deputation basis-reg.

Sir,

Department of Telecom intends to fill up two post of Senior Architect vacant in Department of Posts, on deputation basis in Architecture Wing of P&T Building Works Group 'A' Service of Department of Telecommunications in the Level 13 of 7th CPC Pay Matrix (pre-revised Pay Band 4-Rs.37,400-67,000/- Grade Pay of Rs.8700/-). The vacant posts are located in Department of Posts at Delhi, Bangalore & Kolkata and bear All India Service Liability. The station of posting shall be finalized by Department of Posts. Applications are invited from eligible officers working in the Ministries/Departments of the Central Government and the State Governments fulfilling the following eligibility criteria and other conditions :-

- (i) Eligibility - Officers under the Central Government or the State Governments: -
 - (a) (i) holding analogous posts on regular basis, or
 - (ii) Architect with 5 years regular service in the post in Level 12 of 7th CPC Pay Matrix (pre-revised Pay Band 3-Rs.15,600-39,100/- Grade Pay of Rs.7600/-) or equivalent; and
 - (iii) At least 08 years experience in Architectural planning and design of institutional and technical buildings.

- (b) Graduate in Architecture or must possess equivalent qualifications and Registered with the Council of Architecture.

(The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation).

- (ii) Age - The officers should not have crossed the **age of 56 years** as on the closing date of receipt of application.

2. The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or Department of Central Government shall ordinarily not exceed **four years**.

3. The terms & conditions and pay and allowances of the officers selected for appointment on deputation basis will be governed as per the provisions contained in Government of India, Department of Personnel & Training OM No 6/8/2009-Estt (Pay- II) dated 17.6.2010 and OM No. 2/6/2016-Estt. (Pay-II) dated 17.02.2016, as amended from time to time.

4. While forwarding the applications in the prescribed format (Annexure) in respect of eligible officers who are interested and can be spared in the event of their selection, the following documents may also be sent along with the application :-

- (i) Application in the prescribed pro forma (Annexure) in duplicate.
- (ii) Certified copies of up-to-date and complete ACR/APAR of last five years
- (iii) Integrity Certificate by parent department.
- (iv) Vigilance clearance including certification that no disciplinary proceedings / criminal proceedings are either pending or contemplated against the applicant,
- (v) List of minor/major penalty, if any, imposed on the applicant during last ten years.

5. Complete application in all aspects with the above documents, duly signed by the authorized officer, of the interested officers who are eligible for consideration as per the requirements and can be spared in the vent of their selection, may be forwarded through proper channel to Director (Architecture), Department of Telecommunications, Ministry of Communications, Government of India, Room No.618-A, Mahanagar Doorsanchar Bhawan (Near Zakir Hussain College), JLN Marg, New Delhi -110 002. Last date for receipt of applications is 60 days from the date of publication of this advertisement in the Employment News/Rojgar Samachar.

6. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently. Incomplete application or the applications received after the last dated shall not be considered.

Encl.: as above.

Madhavi
14/05/2018
(Madhavi Singh)
Director (Arch.)

Copy to:-

1. Secretary (T), DoT/ Secretary (P), DoP.
2. Member (Services), DoT
3. DDG (Estt.), DoT/ DDG (Esstt.), DoP
4. Chief Engineer (Civil), DoP, Dak Bhawan, New Delhi
5. Under Secretary (MM), DoP&T, North Block, New Delhi
6. Director (EW), DoT - for placing the vacancy circular on DoT's website
7. Section Officer (OL) – for Hindi version.
8. Guard File

Madhavi
14/05/2018
(Madhavi Singh)
Director (Arch.)

Bio-Data/ Curriculum Vitae Proforma

1. Name and Address (in Block Letters)	
2. Date of birth (in Christian era)	
3. (i) Date of Entry into service	
(ii) Dated 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).	
Qualifications/ Experience required as mentioned in the advertisement/ vacancy circular	Qualifications/ experience possessed by the officer
Essential	Essential
A) Qualifications	B) Qualifications
C) Experience	D) Experience
Desirable	Desirable
A) Qualifications	B) Qualifications
C) Experience	D) Experience
5.1 In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.	
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience 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	Post held on Regular basis	From	To	* Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in details) highlighting experience required for the post applied for

* Important: Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay scale of the post held on regular basis to be mentioned, Details of ACP/MACP with present Pay Band Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below:

Office/Institution	Pay, Pay Band and Grade Pay drawn under ACP/MACP Scheme	From	To

8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi- Permanent or 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 present office / organization to which the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent organization
9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance vigilance Clearance and Integrity certificate.			
9.2 Note: Information under Column 9 (c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a Lien in his parent cadre/ organization.			

10. If any post held on Deputation in the past by the applicant, dated of return from the last deputation and other details.		
11. Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column) a) Central Government b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others		
12. Please state whether you are working in the state Department and are in the feeder grade or feeder to feeder grade.		
13. 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		
14. Total emoluments per month now drawn		
Basic Pay in the PB	Grade Pay	Total Emoluments
15. In case the applicant belongs to an Organization which is not following the Central Government Pay-Scales, the latest salary slip issued by the Organization showing the following details may be enclosed.		
Basic Pay with Scale of Pay and rate of increment	Dearness Pay/Interim relief/ Other Allowances etc., (with break-up details)	Total Emoluments
16. A) Additional information , if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/ Advertisement) (Note: Enclosed a separate sheet, if the space is insufficient)		

<p>16. B) Achievements: The candidates are requested to indicate information with regard to;</p> <ul style="list-style-type: none">(i) Research publications and reports and special projects(ii) (ii) awards/ Scholarships/ Official Appreciation(iii) Affiliation with the professional bodies/ institutions/ societies and;(iv) Patents registered in own name or achieved for the organization(v) Any research/innovative measure involving official recognition(vi) Any other information. <p>(Note: Enclose a separate sheet, if the space is insufficient)</p>	
<p>17. Whether belongs to SC/ST</p>	

I have carefully gone through the vacancy circular/ advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualifications/ Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

(Signature of the candidate)

Address _____

e-mail ID _____

Contact No. _____

Date _____

Certification by the Employer/ Cadre Controlling Authority

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/ She possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that:

i) There is no vigilance or disciplinary case pending/ contemplated against Shri/ Smt.

ii) His/ Her integrity is certified.

iii) His/ Her CR/APAR Dossier in original is enclosed/ photocopies of the ACRs for the last 5 years duly arrested by an officer of the rank of Under Secretary of the Govt. Of India or above are enclosed.

iv) No major/ minor penalty has been imposed on him/her during the last 10 years Or A list of major/ minor penalties imposed on him/her during the last 10 years is enclosed (as the case may be).

Countersigned

(Employer /Cadre Controlling Authority with Seal)