

No. 1-911/TW-2008/182
Andaman & Nicobar Administration,
Secretariat



Port Blair dated the 12 March 2009

To

1. All the Chief Secretaries of States/UT's.
2. All the Commissioner-cum-Secretaries/Secretaries/Special Secretaries, Andaman & Nicobar Administration
3. All the Head of Departments of Andaman and Nicobar Administration.
4. All the Central Government Ministries/Departments.

Sub:- Filling up of one Group B Gazetted post of Project Officer ITDP, Car Nicobar in the scale of pay of Rs. 9300-34800 with Grade Pay 4200 in the Dte. of Tribal Welfare, Andaman & Nicobar Administration on Promotion/Transfer on deputation basis - reg.

Sir/Madam,

I am to say that one Group B Gazetted post of Project Officer ITDP, Car Nicobar in the scale of pay of Rs. 9300-34800 with Grade Pay 4200 in the Directorate of Tribal Welfare, Andaman & Nicobar Administration is proposed to be filled up on Promotion/Transfer on deputation basis from amongst the Officers working under Central Government/State Governments/ UT Administration.

It is requested that the enclosed vacancy circular may be circulated amongst the eligible officers working under your control and the applications of the candidates duly signed in the proforma given in the vacancy circular at Annexure - I (**in duplicate**), who are eligible and willing to be considered for the posts and who can be spared immediately, may kindly be forwarded duly verified from the service records and certified by the Head of Office/Department along with the required documents/information/ACR dossier in respect of the candidates, to the Secretary (Tribal Welfare), Andaman and Nicobar Administration, Port Blair 744101 within 60 (sixty) days from the date of publication of this advertisement in the Employment News.

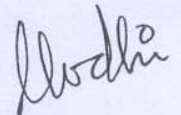
Encl: As above

Yours faithfully,

[Handwritten Signature]

Copy alongwith enclosure forwarded to:

1. The Under Secretary, Union Public Service Commission, Dholpur House, Shahjahan Road, New Delhi, 110 069 with reference to his letter No. F. 3/12 (7)/2007 -ADT-1 dated 11th March 2008 for information.
2. The General Manager-cum-Chief Editor, Employment News, East Block-IV, Level-5 R.K. Puram, New Delhi 110066 along with soft copy with the request to advertise the vacancy circular in the next issue. A copy of such issue may be forwarded along with bill in duplicate towards advertisement charges to this Administration for making payment.
- ✓ 3. The Officer-in-charge (Information & Publicity), Dte. of IP&T, Port Blair along with Hindi version of vacancy circular with soft copy with the request to advertise in the news papers.
- ✓ 4. The Chief Editor, The Daily Telegrams, Port Blair along with Hindi version of vacancy circular with soft copy with the request to publish it in the Daily Telegrams and Dweep Samachar.
5. The Station Director,, AIR Port Blair along with Hindi Version of vacancy circular with the request to broadcast in the Rozgar Samachar.
6. The News Editor, Doordarshan Kendra, Port Blair
7. The News Editor, All India Radio,, Port Blair
8. The State Informatics Officer, National Informatics Centre, Port Blair alongwith soft copy with the request to update the website
9. The Employment Officer, Employment Exchange, Port Blair.



Secretary TW)

No. 1-911/TW-2008/182
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Secretariat

Port Blair dated the 12 February, 2009

VACANCY CIRCULAR

Applications are invited from suitable candidates for filling up of One Group B Gazetted post of Project Officer, ITDP, Car Nicobar in the scale of pay of Rs. 9300-34800 with Grade Pay 4200 in the Directorate of Tribal Welfare, Andaman and Nicobar Administration on Promotion/ Transfer on deputation basis from amongst the Officers working under Central Government/State Governments/UT Administrations possessing the following eligibility requirements:-

1. 1 Officers under the Central/State Govts./ Union Territories: (a) (i) Holding analogous posts on regular basis in the parent cadre/ department: **OR** (ii) with 3 (Three) years service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs. 5500-9000 or equivalent in the parent cadre/department: **OR** (iii) with 6 (Six) years service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs. 5000-8000 or equivalent in the parent cadre/department : **OR** (iv) 8(Eight) years service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs. 4500-7000 or equivalent in the parent cadre/department: and

(b) **Essential**(i) Possessing the qualification of Bachelor's Degree from a recognized University or equivalent; (ii) 5 (five) years experience in the Administration of Tribal Welfare in a Government / Semi Government/Government Aided Organization/Recognized Institution.

Note:1: The qualifications are Relaxable at the discretion of the UPSC in case of candidates otherwise well qualified.

Note :2 The Qualification (s) regarding experience is/are Relaxable at the discretion of the Union Public Service Commission in case of candidates belonging to Scheduled Castes or Scheduled Tribes, if any stage of selection, the UPSC is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the posts reserved for them.

Desirable: Master's Degree in Sociology/Psychology/Social Service/ Anthropology/Social Work from a recognized University or equivalent.

II. The Departmental Research Officer (Junior) in the scale of pay of Rs. 5500-9000 with 3 (three) years regular serviced in the grade will also be considered along with outsiders against 50% of the post and in case, her/she is selected for appointment to the post, the same shall be deemed to have been filled by promotion.

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. Similarly, Deputationists shall not be eligible for consideration for appointment by Promotion.

2. Terms and conditions of appointment on deputation are as follows:

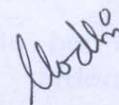
appointment in the same or some other organization/ department of the Central Government shall ordinarily not exceed 3 years.

- (ii) The maximum age limit appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.
- (ii) Services shall be governed by the relevant rules and orders in force from time to time in respect of the Government servants and their category serving under the Andaman and Nicobar Administration.
- (iii) In addition to pay, the selected candidates will be entitled to DA as admissible under the rules.
- (iv) Special compensatory Allowance and Transport Allowance as admissible under the rules.
- (v) Rent free unfurnished accommodation subject to general review from time to time or house rent allowance in lieu thereof.
- (vi) Leave Travel Concession as admissible under the rules. Free sea passage once in a year for self and dependent family members while proceeding /returning from leave in accordance with the orders in force from time to time.
- (vii) Candidates from Central Government, etc should clearly indicate whether the pay scale held by them is on Central DA pattern or Industrial DA pattern.

3. Applications of the candidates duly signed in the **proforma given at Annexure-I (in duplicate)**, who are eligible and willing to be considered for the post and who can be spared immediately, may be forwarded along with the following documents/ information in respect of the candidates to the **Secretary (Tribal Welfare), Andaman & Nicobar Administration, Port Blair 744101 within 60 (Sixty) days** from the date of publication of this advertisement in the Employment News.

- i) Particulars of the candidates duly verified from the service records and certified by the Head of Office/Department as per **Annexure-I (in duplicate)**.
- ii) Attested copies of Annual Confidential Report(s)' (ACRs) for the last five years.
- iii) Vigilance Clearance (in a separate Sheet)
- iv) Integrity Certificate (in a separate sheet)
- v) Cadre clearance (in separate sheet)
- vi) Certificate regarding imposition of penalties stating that no minor/major penalties have been imposed upon the candidate during the last ten years (in a separate sheet)
- vii) Certificate regarding having experience in the relevant field required as per the eligibility requirement for the post (in a separate sheet)

2. The application received directly or after the last date or incomplete in any respect or not accompanied by the documents/information mentioned in para 3 above, will **not** be entertained.



(S.K.P. Sodhi)
Secretary (TW)

Annexure-I

**APPLICATION FOR THE POST OF PROJECT OFFICER, ITDP,
CAR NICOBAR IN THE DIRECTORATRE OF TRIBAL WELFARE,
PORT BLAIR (To be submitted in duplicate)**

1. Name of the Applicant (IN BLOCK LETTERS)
2. Father's/ Husband's Name
3. Date of Birth (In Christian Era)
4. Date of Retirement under Central/State Govt. rules
5. Address for communication
6. Educational Qualifications.

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).

Essential (a) (i)	Qualifications/Experience required for the post	Qualifications/ Experience possessed by the candidate
(ii)		
(iii)		
(iv)		
(b)(i)		
(ii)		
Desirable		

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

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

Office/Institution /Organization	Post held	From	To	Scale of pay and present basic pay	Nature of duties

9. Nature of present employment i.e ad-hoc or temporary or permanent:

10. 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

11. Additional details about present employment.

Please state whether working under:

- a) Central Government
- b) State Government
- c) UT Administration

12. 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.

13. Present total emoluments per month

14. Whether belongs to SC/ST/OBC.

15. 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.

16. Remarks:

Signature of the candidate

Address

Certificate to be given by the Head of Office/Department of the Candidate:

1. It is certified that the particulars furnished by the candidate from S.No. 1 to 16 have been verified from the Office records and true:
2. It is certified that no disciplinary case is either pending or contemplated against the applicant and he/She is clear from vigilance angle:
3. It is certified that the integrity of the applicant is beyond doubt
4. It is also certified that no major or minor penalties were imposed upon the candidate during the last 10 years.
5. It is certified that the attested copies of ACRs of the candidate for the last five years are also enclosed.
6. It is certified that in case the candidate so recommended is selected, he/she will be relieved to join the new post immediately or within maximum period of thirty days.

Signature of the office/Department
(Official Seal)

Place:

Date: