

राष्ट्रीय बाल भवन

(मानव संसाधन विकास मंत्रालय
का स्वायत्त संस्थान स्कूल शिक्षा एवं साक्षरता विभाग,
भारत सरकार)
कोटला रोड, नई दिल्ली - 110002



NATIONAL BAL BHAVAN

(An Autonomous Institution under
Ministry of Human Resource Development
Department of School Education & Literacy
Govt. of India)
Kotla Road, New Delhi - 110002

Tel.: 23232672, 23232667, 23231597 Fax : 23231158

F.No.1(2)/2013-Estt. 1/6/25

Dated:-06.06.2013

To

Ms. Rita Chatterjee,
Joint Secretary, (E.E. - 12 Section),
Ministry of Human Resource Development,
Department of School Education & Literacy,
Shastri Bhavan, New Delhi.

Sub: - Recruitment for the post of Deputy Director (Admn.) in the National Bal Bhavan on deputation basis.

Respected Madam,

Please find enclosed herewith a vacancy circular for the post of Deputy Director (Admn.) in National Bal Bhavan. You are requested to kindly arrange to upload the vacancy circular on the website of Ministry of HRD for wide circulation please.

With Regards,

Yours Faithfully,

(Dr. Usha Kumari M.C.)
Director, NBB

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**NATIONAL BAL BHAVAN
KOTLA ROAD, NEW DELHI**

F.No. 1(2)/2013-Estt

Dated: 01/06/2013

VACANCY CIRCULAR

Sub: Recruitment for the post of Deputy Director (Admn.) in the National Bal Bhavan on deputation basis.

Application are invited for filling up a post of Deputy Director (Admn.) on deputation basis in the National Bal Bhavan from amongst the eligible candidates possessing following Qualification/Experience:-

Scale of Pay PB-3, Rs. 15,600-39,100 + Grade Pay of Rs. 6600

Qualification and Experience Possessing a degree from a recognized university and experience of administration.

Eligibility conditions for transfer on deputation:-

Officials of the Central Govt./Autonomous Bodies/ Universities/ other Institutions fully funded by Govt. of India.

i Holding analogues posts on regular basis
OR

ii With 5 years regular service in posts in the Pay Band-3 of Rs.15,600-39,100+Grade Pay of Rs.5400 (Pre-revised to pay scale of Rs. 8000-275-13,500/-).

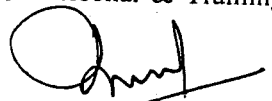
iii With 8 years regular service in posts in the Pay Band of Rs.9300-34,800+Grade Pay of Rs.4600/- (Pre-revised to pay scale of Rs. 6500-200-10,500/-).

(The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some of the organization/department of the Central Govt. shall ordinarily not exceed three years.)

Age Limit: The maximum age limit for appointment by transfer on deputation shall 'Not exceed 56 years' as on the closing date of receipt of applications.

The persons who are eligible and willing to do be considered may apply (in duplicate) in the prescribed proforma given in Annexure-1 before **2nd July 2013**. It is requested that applications may be got forwarded by Head of the Office of their Department alongwith Vigilance Clearance and photocopies duly attested ACRs for the last 5 years to Director, National Bal Bhavan.

The pay of selected candidates will be regulated as per instructions of the Deptt. of Personal & Training (DOPT) O.M. No. 2/29/91-Estt.(Pay-II), dated 05/01/1994.


(Dr. Usha Kumari M.C)
Director, NBB

Encl: As above

Copy forwarded with the request to circulate the above post amongst eligible officials and give wide publicity in your organization.

1. All Ministries/Deptt. of Govt. of India including their attached and Subordinate Offices.
2. Autonomous bodies under the Administrative jurisdiction of Ministry of Human Resource Development (Deptt. of EE&L), Shastri Bhavan, New Delhi-110001
3. Controller of Auditor General of India (CAG), Bahadur.Shah Zafar Marg, New Delhi-110002
4. Pay & Accounts Division, HRD
5. Registrars of University Grant Commission-Bahadur.Shah Zafar Marg, New Delhi-110002
6. Web Master (Computers)/A.D (Sc.) with request to upload the circular of NBB's website
7. Notice Board, NBB

PROFORMA

ANNEXURE-I

- 1. Post applied for :
- 2. Name in Block Letters :
- 3. Date of Birth :
- 4. Date of Retirement on superannuation :
- 5. Residential Address with Phone No. :
- 6. Office Address with Phone No. :
- 7. Educational Qualifications :
- 8. Date of entry into Govt. Service :
- 9. Date of appointment in the present grade and whether officiating or substantive :
- 10. Name of present post and pay scale with basic pay :
- 11. Whether belonging to SC/ST :
- 12. Experience and details of service :

Name of Employer	Name of Post	Period From To	Scale of pay and its classification	Nature of appointment i.e, whether regular/ adhoc/deputation	Nature of duties performed

I understand and hereby undertake that in the event of my selection to the post in question, I will not withdraw my candidature or decline the post when offered.

Signature of Candidate

CERTIFICATE

Certified that the particulars furnished by Sh/Smt. have been verified and found correct as per office record. It is also certified that no disciplinary/vigilance case is pending or contemplated against the official concerned. The integrity of the official is also certified.

Signature of the Head of the Office
With Designation and Seal