

भारतीय राष्ट्रीय
उपभोक्ता सहकारी
संघ मर्यादित



National Cooperative
Consumers' Federation
of India Ltd.

NCCF/HO/Pers./Ministry/2024-25/363

Dated: 18.04.2024

To,

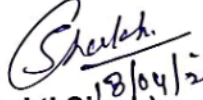
Sh. Aman Jain,
Director (Coop.),
Ministry of Consumer Affairs, Food & Public Distribution,
Krishi Bhawan, New Delhi-01.

Sub: Vacancy for filling up of the post of 01 No. of Assistant Manager in Vigilance Cell, Head Office, NCCF on deputation basis-reg.

Sir,

This is in reference to the subject cited above. In this regard, please find the attached advertisement for the post of 01 no. of Assistant Manager in Vigilance Cell, Head Office, NCCF on deputation basis. In this connection, you are requested to upload the same on the DoCA website with 7 days' notice.

Encl.: As above.


18/04/2024
(Shakti Singh)
Incharge (P&A)

NCCF/HO/P&A/2024-25/ 7364

Dated: 18.04.2024

Vacancy for filling up of the post of 01 No. of Assistant Manager in Vigilance Cell, Head Office, NCCF on deputation basis.

NCCF invites applications for the post of Assistant Manager in Vigilance Cell, Head Office, New Delhi in the level 7 as per 7th CPC (pre-revised pay scale of 9300-34800, Grade Pay 4600) of the pay matrix on deputation basis.

Eligibility:

- Officer under the Central Government/State Government/Union Territories/Autonomous Bodies/Statutory Bodies/PSUs.
- Holding analogous post on regular basis or with 5 years' regular service in posts in the pay level 6 in the pay matrix Rs.35400-112400).
- Possessing the qualifications and experience prescribed under:
 - (i) Degree of a recognized University or Institute; and
 - (ii) Having experience in administration, vigilance and legal matters and work in a Govt. office or public sector undertakings or autonomous or statutory body.
- The Departmental Field Officer in the level 6 in the pay matrix Rs.35400-112400 with 5 years' regular service in the grade will also be considered along with outsiders and in case he is selected for appointment to the post, the same shall be deemed to have been filled by promotion.
- The period of deputation including the period of deputation in another ex-cadre post held immediately preceding the appointment in the same or some other organization or Department of the Central Government shall ordinarily not exceed four years.
- The maximum age limit for appointment by deputation shall not be exceeding 56 (Fifty-six) years as on the closing date of receipt of the application.
- For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to the 1st January, 2016 or the date from which the revised level in the pay matrix based on the recommendations of the 7th Central Pay Commission has been extended, shall be deemed to be service rendered in the corresponding level in the pay matrix extended based on the recommendations of the said Pay Commission except where there has been merger of more than one pre-revised scales pay into one grade with a common level in the pay matrix and where this benefit will extend only for the post(s) for which that level in the pay matrix is the normal replacement grade without any upgradation.

Place of Posting: Head Office, NCCF.

2. While forwarding the application as the enclosed format, following documents may positively be furnished by the sponsoring authority:


- (i) Integrity Certificate
- (ii) Vigilance Clearance
- (iii) Attested copies of Annual Confidential Report (CRs/ACRs) for the last 5 years
- (iv) Cadre Clearance
- (v) Statement showing Major or Minor Penalties, if any, imposed during the last 10 years.

Contd./-2

3. It is requested that the applications in the enclosed proforma (Annexure-1) from officer who are willing and fulfilling the above mentioned qualifications and experience and whose service can be spared immediately on his/her selection to the post, kindly forwarded through proper channel to the "Incharge(P&A), NCCF of India Ltd., NCUI Complex, 3, Siri Institutional Area, August Karanti Marg, Hauz Khas, New Delhi-110016". The signed application shall be submitted before 25.04.2024 of publication of this notification either by email to admincell@nccf-india.com or by post or by manual delivery and submit the advance copy of the application.

Unsigned application will not be considered. Delay in submission of application shall be the responsibility of applicant.

Encl.: As above.


18/04/2024
(Shakti Singh)
Incharge(P&A)
NCCF of India Ltd.

BIO-DATA/CURRICULUM VITAE PROFORMA

1. Name and Address (in Block Letters)					
2. Date of Birth (in Christian era)					
3. Date of entry into service					
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		Qualifications/experience possessed by the officer			
Essential		Essential			
a) Qualification		b) Qualification			
c) Experience		d) Experience			
Desirable		Desirable			
e) Qualification		f) Qualification			
g) Experience		h) Experience			
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 detail) highlighting experience required for the post applied for
Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent					
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 the applicant belongs	d) Name of the post and Pay of the post held in substantive capacity in the parent organisation		

<p>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.</p> <p>Note: Information under column (c) and (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/organisation.</p>		
<p>If any post held on Deputation in the past by the applicant, date of return from the last deputation any other details.</p>		
<p>Additional details about present employment:</p> <p>Please state whether working under (indicate the name of your employer against the relevant columns)</p> <p>a) Central Government b) State Government c) Autonomous Organisation d) Government Undertaking e) Universities f) Others</p>		
<p>Total emoluments per month now drawn</p>		
<p>Basic Pay in the PB</p>	<p>Grade Pay</p>	<p>Total Emoluments</p>
<p>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 (iii) work experience over and above prescribed in the vacancy circular/advertisement)</p> <p>(Note: Enclose a separate sheet, if the space is insufficient)</p>		
<p>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 Qualification/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 _____

Date: