

No. A-35013/01/2018-NTH
Government of India
Ministry of Consumer Affairs, Food & Public Distribution
Department of Consumer Affairs
(National Test House Division)

Gallery No. 12/2, Jam Nagar House,
Shahjahan Road, New Delhi - 110011

Dated : the 03 July 2018

To,
The Chief Secretaries
(All State Governments)/Union Territories)

Subject:- Filling up of the post of Library & Information Assistant in National Test House (Eastern Region) at Kolkata in Level-06 of pay matrix Rs.(35400 - 1,12,400) in the National Test House on deputation basis.

Sir,

I am directed to say that it has been decided to fill up one post of Library & Information Assistant in National Test House, Eastern Region at Kolkata in the Level-06 of pay matrix (Rs.35400-1,12,400) in the National Test House a subordinate Office under the Department of Consumer Affairs on deputation basis from the :-

Officers under the Central Government or State Government or Union Territories:-

- (a) (i) holding analogous posts on regular basis in the parent cadre or Department; or
(ii) With six years' regular service in the post in Level-5 Rs.(29,200-92,300/-) or equivalent or PB-2 with GP Rs.4200/-(pre revised);
(iii) With 10 years regular service in the post in Level-4 Rs.(25,500-81,100/-) in the pay matrix or Equivalent or PB-1 with GP Rs.2800/- (pre Revised) and
- (b) Possessing the essential qualifications and experience as under:
- (i) Bachelor's Degree in Library Science or Library & Information Science from recognized university/institute.
(ii) Two year's professional experience in a Library under the Central Government or State Government or Autonomous or Statutory Organization or Public Sector Undertaking or recognized University or recognized Research & Educational Institute.

Note 1: The period of deputation (including short term contract) including period or deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years.

Note 2: The maximum age-limit for appointment by deputation (including short term contract) shall be not exceeding 56 years as on the closing date of receipt of application.

Note 3: 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 Seventh 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 of 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.

Desirable: Diploma in Computer Application from a recognized University or Institute.

The Place of posting: Kolkata

2. It is requested that the applications in the enclosed proforma (**Annexue - I**) from officers who are willing and fulfilling the above qualification and experience and whose service can be spared immediately on his/her selection to the post, may kindly be forwarded to the **Director General, National Test House, Block CP Sector V, Salt Lake, Kolkata - 700 091. within 60 (Sixty days) from the date of issue of advertisement in the Employment News/Rozgar Samachar**, along with attested copies of latest 5 years' Annual Performance Assessment Report (APARs) (each page attested by an officer not below the rank of under Secretary) Vigilance Clearance, No Penalty statement during the last 10 years, Integrity Certificate and Cadre Clearance (As per proforma enclosed). Incomplete application without above mentioned documents will not be entertained. Application received after the closing date will not be entertained/considered.

Yours faithfully,

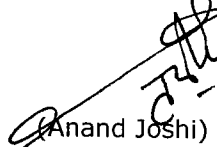


(Anand Joshi)

Under Secretary to the Government of India
Tel./Fax .No 011- 2307 3612

Copy to:

1. All Ministries/ Departments to the Government of India.
2. NIC, Department of Consumer Affairs, Shastri Bhawan, New Delhi with the request to place this vacancy circular on the website <http://consumeraffairs.nic.in> for wide circulation.
3. Director General, National Test House, CP Block, Sector V, Salt Lake, Kolkata, with the request that the vacancy circular may be uploaded on NTH's website (<http://nth.gov.in>) for wide circulation.



(Anand Joshi)

Under Secretary to the Government of India
Tel./Fax .No 011- 2307 3612

Ministry/Department.....

Application for the post of Library 7 Information Assistant, National Test House

1. Name and Address (In Block Letters) (Complete postal address official and residential)
2. Date of Birth (in Christian era)
3. Present Post held & whether it is a Cadre or Ex-Cadre Post:
4. Present Pay Pay Matrix, Grade Pay:
5. Permanent post held and its scale of Pay
6. Educational Qualifications
7. Special qualifications, if any:
8. Details of post held from time to time
9. Details of experience
10. Whether belongs to SC/ST

Date :

Address
Telephone No.

Signature of the
Candidate

Integrity Certificate

After scrutinizing the service records of Shri /Smt./Ms.....working as, it is certified that there is no doubt about his/her integrity.

Name and Designation of the Officer with Stamp
(to be signed by the Officer) not below
the rank of Deputy Secretary level

Major /Minor Penalties Certificate

This is certified that no major/minor penalties have been imposed on Shri/Smt./Ms.

.....

Working as During the last ten years.

Name and Designation of the Officer with Stamp
(to be signed by the Officer) not below
the rank of Deputy Secretary level

Vigilance Clearance Certificate

This is to certified that neither Vigilance case/disciplinary/criminal proceedings are pending nor contemplated against Shri/Smt./Ms.working as He/She is clear form Vigilance angle.

Name and Designation of the Officer with Stamp
(to be signed by the Officer) not below
the rank of Deputy Secretary level

Cadre Clearance Certificate

This is to certify that the competent authority has granted Cadre Clearance to Shri /Smt.....

for applying to the post of Library & Information Assistant on deputation basis.

Name and Designation of the Officer with Stamp
(to be signed by the Officer) not below
the rank of Deputy Secretary level