For DDA's website

DELHI DEVELOPMENT AUTHORITY
(PERSONNEL BRANCH)

Sub: - Filling up 02 posts of Chief Engineer (Civil) in Level-14 in the Pay Matrix as per 7th CPC in DDA on deputation basis.

Delhi Development Authority intends to fill up 02 posts of Chief Engineer (Civil) in Level-14 in the pay matrix as per 7th CPC (Pay Band-4 with Grade Pay of Rs. 10000/- as per 6th CPC) on deputation basis from eligible and willing officers belonging to Central/State/UT Governments or Organizations dealing with public works or town planning. The normal tenure of deputation period is for 03 years, which may, however, be terminated at any time before completion of period/extended period at the discretion of the Delhi Development Authority. The eligibility conditions etc. are as under:

Eligibility Criteria for the post of Chief Engineer (Civil) on Deputation:

"Officers of the Central/State/UT Governments or organizations *dealing with public works or town planning –*

(i) holding analogous post on regular basis in the parent cadre or department; or

(ii) eight years regular service in the grade of Superintending Engineer in the respective branch on regular basis in level 12 of the pay matrix (Rs. 78,800-2,09,200) and possessing educational qualification laid down for promotion i.e. degree in Civil Engineering from a recognized University or Institution or equivalent.

Note-1: *The period of deputation including the period of deputation 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 exceeding three years. The maximum age limit for deputation shall be not exceeding fifty six years as on the closing date of the receipt of applications.*

Note-2: *The official in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion."*

General Conditions:

(i) Candidates should apply through Cadre Controlling Authority in the parent department in the proforma prescribed by DoPT vide OM No. F. No AB.14017/28/2014-Estt.(RR)dated 02.07.2015 along with relevant documents. The Cadre Controlling Authority should also fill up "Certification by the Employer/Cadre Controlling Authority" invariably which is a part of prescribed application format.

(ii) The application in the prescribed proforma should be forwarded by the concerned Cadre Controlling Authority certifying that the details furnished by the candidate are correct.

(iii) The applications received after the last date of receipt shall not be entertained under any circumstances.

(iv) The period of deputation shall not ordinarily exceed 03 years, which may, however, be terminated at any time before completion of period/extended period at the discretion of the Delhi Development Authority.

(v) The Pay and allowances and other conditions of deputation of the officers selected on deputation shall be regulated in accordance with the Department of Personnel & Training's OM No. 6/8/2009-Estt. (Pay-II) dated 17.06.2010 and OM No.2/6/2016-Estt. (Pay-II) dated 17.02.2016 & as amended from to time.

(vi) The APARs for the last five years duly certified by the Group 'A' Officer in the parent department along with latest vigilance clearance report indicating the pending and settled disciplinary/criminal cases and the details of penalties imposed, if any, should also be furnished.

(vii) The level of responsibilities and duties of cadre post of the applicants should be comparable to the duties and responsibilities of the ex-cadre post.

(viii) The application, complete in all respect should reach the office of Commissioner (Personnel), Delhi Development Authority, E-1, Ground Floor, Vikas Sadan, New Delhi – 110023 on or before 14.06.2020. Incomplete and applications received after the due date shall not be considered and will be rejected summarily.

Encl: As Above.

23/6/20

(Rajiv Gandhi)
Commissioner (Personnel)

Bio-data /Curriculum Vitae (CV) proforma for submission by the candidate for appointment by deputation for the Post of Chief Engineer (Electrical)
Strike out whichever is not applicable

1	Name and address (in Block Letters)	
2	Date of Birth	
3	i.)Date of entry into service	
	ii)Date 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)Qualification:-	A)Qualification:-
	B) Experience	B) Experience
	Desirable	Desirable
	A)Qualification:-	A)Qualification:-
	B) Experience	B) Experience
5.1 5.2	Note: This column needs to be amplified to indicate Essential and Desirable qualifications as mentioned in the RRs by the Administrative Ministry /Department / Office at the time of issue of Circular and issue of advertisement in the Employment News. 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.**	
6.1	Note: Borrowing Departments are to provide their specific comments / views confirming the relevant Essential Qualification / Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.	
7	Details of employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient (**Col. on the separate sheet should however remain as under).**	

	Office / Institution	Post held on regular basis	From	To	***Pay Band and Grade Pay / Pay Matrix of the post held on regular basis**	Nature of Duties (in detail) highlighting experience required for the post applied for

	***Important: 1. Pay-Band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only substantive Pay Band and Grade Pay / Pay Matrix of the post held on regular basis is to be mentioned. Details of ACP / MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below.** **2. If the parent department is not following the Central Government Scales, their equivalent scales of pay/posts may be mentioned by the Candidate/Cadre Controlling Authority.**					
	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 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 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 the post held on Deputation in the past by the applicant, date 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 same 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.		
	Pasic Pay with Scale of Pay and rate of increment	Dearness Pay / interim relief / other Allowances etc. (with break-up details)	Total Emoluments

16A	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}	
16B	**Achievements:** The candidates are requested to indicate information with regard to; (i) Research publications and reports and special projects (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. **(Note: Enclose a separate sheet if the space is insufficient)**	
17	Please state whether you are applying for deputation (ISTC) / Absorption / Re-employment Basis # (officers under Central / state Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract)	
	#(The option of 'STC' / 'Absorption' / Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "re-employment")	
18	Whether belongs to SC/ST	

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)

Post_____

Department_____

Address(Office)_____

_____

Address (Residential)_____

_____

Mobile No._____

Dated:-

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 Sh. /Smt.....

ii) His / Her integrity is certified.

iii) His / Her CR Dossier in original is enclosed / photocopies of the ACRs for the last 5 years duly attested 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)

Points to be noted by the Parent Department

1. Vigilance Clearance will not normally be granted for a period of 3 years after the currency of punishment, if a minor penalty has been imposed on an officer. In case of imposition of a major penalty, Vigilance Clearance will not normally be granted for a period of 5 years after the currency of punishment in terms of DOP&T O.M. No. 11012/11/2007-Estt (A) dated 14.12.2007.
2. While forwarding applications in respect of officers who are about to complete their 'cooling-off' period shortly the instructions of DOP&T as contained in O.M No. 2/1/2012-Estt. (Pay. II) dated 04.01.2013 may be strictly adhered to.
3. The applicants/CV not accompanied by supporting certificate/documents in support of Qualification and Experience claimed by the candidates would not be processed for determining the eligibility of the candidate for the selection.
4. Crucial date for determining the eligibility of the applicants will be counted after excluding the first date of publication of the vacancy/post in the employment News i.e. for the vacancy published in the Employment News of 18-24 Jan. 2014, the crucial date will be counted from the 19th Jan.2014 (excluding the first date of publication).