

F.No.12025/1/2007-Estt.
Government of India
Ministry of Tribal Affairs

Shastri Bhawan, New Delhi
Dated: 9.10.2017

To,

1. All Ministries/Departments of Government of India
2. The Chief Secretaries to the State Governments/
Union Territory Administrations

Subject: Recruitment to the post of Deputy Director in Ministry of Tribal on deputation basis - regarding.

Sir,

I am directed to say that one post of Deputy Director (PB - 3 Rs. 15600-39100 Plus Grade Pay Rs. 6600/-) falling under the cadre control of Ministry of Tribal Affairs and vacant in Ministry proper are proposed to be filled up on deputation basis. The eligibility criteria prescribed for deputation is given at **Annexure I.**

2. The vacancy is available at New Delhi. However, the post carry All India Transfer Liability.

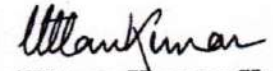
3. On appointment to the post, the pay of the officer and the other terms and conditions of the appointed candidate will be regulated in accordance with the instructions contained in the Ministry of Personnel and Grievances and Pension (Department of Personnel and Training), Office Memorandum No. 6/8/2009-Estt. (Pay II) dated 17.06.2010, as amended from time-to-time.

4. This may be brought to the notice of all eligible officers of your Department and bio-data of the willing officers may be forwarded in the proforma given at **Annexure-II**, in triplicate, alongwith their complete and up-to-date confidential report, APARs, vigilance clearance, a separate integrity certificate and a statement showing details of major / minor penalties imposed on them, if any, during the period of last 10 years, through proper channel, so as to reach Sh. Uttam Kumar Kar, Under Secretary (Administration), Ministry of Tribal Affairs, Shastri Bhawan, New Delhi-110001 within a period of 60 days from the date of publication of this circular in the Employment News.

5. In case, it is decided to send copies of the confidential reports, those may be authenticated by an officer not below the rank of Under Secretary to the Government of India. Bio-data received after expiry of the prescribed period and / or found to be incomplete in any manner and / or not accompanying all the requisite documents will not be entertained. Bio-data of only those officers, whose services can be spared immediately on their selection, may be forwarded. Candidates, who apply for the post, will not be allowed to withdraw their candidature subsequently.

Yours faithfully,

Encl: as above



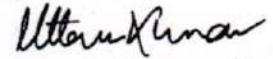
(Uttam Kumar Kar)

Under Secretary to the Government of India

Tel: 23389535

Copy to:

1. All Organizations under Ministry of Tribal Affairs.
2. All Desks/Sections/Units of the Ministry of Tribal Affairs
3. NIC, MoTA (for uploading the advertisement on Ministry's website)



(Uttam Kumar Kar)

Under Secretary to the Government of India

Tel: 23389535

Deputy Director - Ministry of Tribal Affairs

DETAILS AND ELIGIBILITY CONDITIONS FOR DEPUTATION

1. Name of the post : Deputy Director
2. Number of post : 1 (One) (New Delhi)
3. Classification of the : General Central Service, Group 'A'
4. Pay Band and Grade : PB-3 - Rs. 15600-39100+GP Rs.6600
5. Eligibility condition : Officers under the Central or State Governments or Union Territory administrations: -
- (i) Holding analogous posts on regular basis in the parent cadre or department; or
(ii) with five years' service in the grade rendered after appointment thereto on regular basis in PB-3 in the pay scale of Rs.15600-39100 with Grade Pay of Rs.5400/- or equivalent in the parent cadre or department; and
(iii) Possessing the educational qualifications and experience as under:-

Essential:

- (i) Master's Degree in Sociology or Social work or Anthropology or Economics or Statistics or Mathematics or Geography from a recognized University or Institute.
(ii) Five years' experience, out of which three years should be in research or training or planning in the field of Economic Development or Social Services or Welfare of Scheduled Tribes or in implementation of social sectoral programmes or tribal development programmes and two years should be in statistical data collection and analysis.

Desirable: -

- (i) Two years' experience in Tribal areas.
(ii) Doctorate in sociology or social work or anthropology or economics or statistics or mathematics or geography from a recognized University or Institute.
(iii) Two years' experience of writing or editing articles on matters related to tribal development, tribal welfare, customary tribal

laws etc., in leading national dailies or journals as evidenced through copies of published work.

Note:

The departmental officers 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.

Period of deputation :

(period of deputation including 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 exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of the receipt of applications).

Format of Application

**APPLICATION FOR THE POST OF DEPUTY DIRECTOR IN THE MINISTRY
OF TRIBAL AFFAIRS ON DEPUTATION BASIS**

1. Name and Address in Block letters :
2. Date of Birth (in Christian era) :
3. Date of retirement under Central / :
State Government Rules
4. Educational & other Qualifications
Possessed by the candidate :
(relevant to essential qualifications
Prescribed for the post)
5. Service to which the officer belongs
and cadre (with year of batch)
6. Present post held and whether it is
a cadre post (with address of the
office)
7. Present grade and Scale of pay
and date of appointment thereto on
regular posts:
8. Are you holding analogous post on a
regular basis under Central/State
Government: Yes/No
9. Nature of present employment, i.e.
Regular/ad-hoc/temporary/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 parent Office/organization
To which you belong;

11. Details of Service in chronological order
(attach separate sheet if required)

S. No.	Name of the organization	Post held with pay scale	Period of service From to	Basic Pay (PB/Grade Pay)	Nature of appointment whether regular/ad-hoc/deputation	Duties in brief

12. Are you in the revised scale of pay?
If yes, give the date from which the the pay was revised (also indicate pre-revised scale of pay)
13. Pay and emoluments now drawn in revised scale
14. Whether belongs to SC/ST/OBC:
15. Additional information, if any,
16. Please state whether working under: -
- a) Central Government
 - b) State Government
 - c) Union Territory
 - d) others (please specify)
17. Please state clearly whether in the light of above entries, you meet the requirement of the advertised post: (Yes/No)

Place:
Date:

Signature of the Applicant

Certificate

(to be filled in by the forwarding office)

1. Certified that the particulars furnished above by the applicant have been checked from available records and found correct.
2. Certified that the candidate is eligible for the post as per conditions mentioned in the advertisement.
3. Certified also that no vigilance case is either pending or being contemplated against the applicant. Integrity of the applicant is also certified.
4. Photocopies of complete and upto date CRs/APARs of the officer for the last 5 years, duly attested on each page enclosed.
5. No major/minor penalty has been imposed on the officer during the preceding ten years.

(Signature)
Name & Designation of the Head of the Department
(with seal)

Telephone number: _____

**JOB DESCRIPTION ATTACHED TO THE POST OF DEPUTY DIRECTOR IN
THE MINISTRY OF TRIBAL AFFAIRS.**

1. All the matters relating to tribal research, award of research fellowships, sponsoring of research projects and examination of the reports thereof.
2. Central Tribal Research Advisor Council
3. Collection, compilation and interpretation of statistics on various aspects of Tribal development.
4. Co-ordination of activities of the Tribal Research Institute in the States and processing of proposals for financial assistance to the Institution under the Centrally Sponsored Schemes (Tribal Research and Training)
5. Documentation:
 - (a) Publication of Occasional Papers and Background Papers relating to Tribal Development and their problems
 - (b) Editing of News Letter
 - (c) Compilation of information on tribal customary laws and evaluation-cum-research studies
6. Co-ordination with Central Statistical Organization: Registrar General of India, Agricultural Census Division of the Ministry of Agriculture relating to data on tribal areas and tribal people
7. Reports of the Commissioner and National Commission for Scheduled Castes and Scheduled Tribes, High Power Panel as part of coordination work for the Division
8. Matters relating to Vth and VIth Schedule to the Constitution:
 - (a) Tribes Advisory Council
 - (b) Examination of Annual Reports for Governors on administration of Scheduled Areas for submission to the President, amendments, etc.
9. Examination of proposals and analytical studies of legislative measures to protect tribal in land
10. Identification of Scheduled Areas, Tribal Sub-Plan Areas, Delineation of Scheduled Areas and Examination of the action plans for primitive tribal groups
11. Render statistical and analytical support to other sections of the Division
12. Co-ordination of Development efforts in the field of education for Scheduled tribes in relation to the Ministry of Human Resource Development