

No. A-12034/8/2018-Secy-Estt
 NEW DELHI MUNICIPAL COUNCIL
 PALIKA KENDRA : NEW DELHI
SECRETARY'S ESTT. BRANCH

Dated : 10.4.2018

VACANCY CIRCULAR

To,

1. The Registrar, High Court of Delhi, New Delhi
2. The Secretary (Law & Judicial), Govt. of NCT of Delhi, Delhi.
3. The Jt. Secretary (Admn.), M/o of Law, Justice & Company Affairs, Shastri Bhawan, New Delhi.
4. The Under Secretary to the Govt. of India, Ministry of Home Affairs, North Block, New Delhi
5. The Secretary (Services), Govt. of NCT of Delhi, Delhi.
6. Director (Personnel), DDA, Vikas Sadan, New Delhi.
7. Director (Personnel), Delhi Jal Board, Varunalya, Jhandewalan, New Delhi.

Subject: Filling up one post of Law Officer in New Delhi Municipal Council on deputation basis.

Sir/Madam,

New Delhi Municipal Council proposes to fill up one post of Law Officer in pre-revised pay scale of PB-3 ₹15600-39100 with Grade Pay ₹7600/- (6th CPC) on deputation basis. The eligibility criteria required for the post is as under:-

1. Officers of the Central/State Government/UTs.
 - (a) (i) Holding analogous posts on regular basis in the parent cadre/department; or
 - (ii) with five years service in the grade rendered after appointment thereto on a regular basis in the pre-revised 5th CPC pay scale of ₹10000-15200 and pre-revised pay scale 6th CPC PB-3 ₹15600-39100 + GP ₹6600 Or equivalent in the parent cadre/department; and
 - (b) Possessing following qualifications and experience:
 - (i) Degree in Law from a recognized University or equivalent.
 - (ii) 10 years experience of legal work.
2. The Departmental Addl. Law Officer with 5 years regular service in the grade will also be considered alongwith outsiders and in case he/she is selected for appointment to the post the same shall be deemed to have been filled by promotion.

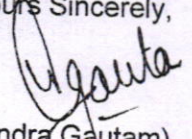
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(The Departmental Officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputations. Similarly, deputationists shall not be eligible for consideration for appointment by promotion. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/deptt. of the Central Govt. shall ordinarily not exceed five years. The maximum age limit of appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.)

2. The circular along with the Proforma (Annexure-1) may also be downloaded from the NDMC website : www.ndmc.gov.in.
3. Applications alongwith Curriculum Vitae of the candidates and attested copies of their qualifications and experience certificates, APARs for last 5 years, Vigilance/Integrity certificate must reach through proper channel in the Office of Section Officer (Estt.), Room No.4008, 4th Floor, NDMC, Palika Kendra, Sansad Marg, New Delhi-110001 latest by **10.05.2018**. The envelope containing application should be superscripted "APPLICATION FOR THE POST OF LAW OFFICER".
4. Applications received after the closing date or without any of the aforesaid documents or otherwise found incomplete or not in the prescribed proforma are liable to be rejected.

Yours Sincerely,



(Narendra Gautam)
Director (Personnel)
Tel. No. 23744227

Encls. : As above

Copy to:-

1. Jt. Director (IT) is requested to upload the above vacancy circular on the website of NDMC
2. PS to Chairman for information
3. PS to Secretary for information
4. PA to Director (P) for information

ANNEXURE-I

BIO-DATA/PROFORMA

1. Name in Block letter :
2. Date of Birth (in Christian era) :
3. Date of appointment in Govt. service:
4. Cadre/Service:
5. Contact details (phone/mobile):
6. Email ID:
7. Complete Experience/Posting:

Post held office/instt./ orgn.	Post held	From	To	Scale of pay with grade pay	Nature of duty

* In chronological order. Enclose a separate sheet, duly authenticated with your signature, if the space below is insufficient.

8. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.

[_____]
Signature of the candidate with date

It is certified that the above information is true as per records available.

(Signature of the forwarding officer with office seal)

(Signature of the forwarding officer with office seal)



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