

1/55406/2023

NEW DELHI MUNICIPAL COUNCIL
PALIKA KENDRA: NEW DELHI
SECRETARY'S ESTT. BRANCH

VACANCY CIRCULAR

To,

1. The Secretary, Ministry of Law & Justice, Govt. of India, 4th Floor, A-Wing, Shastri Bhawan, New Delhi-110001.
2. The Registrar General, High Court of Delhi, Sher Shah Suri Road, New Delhi-110003.
3. The Registrars, All the High Courts of States, India.

Subject: Filling up of one post of Legal Advisor in New Delhi Municipal Council on deputation basis reg.

Sir/Madam,

The New Delhi Municipal Council (NDMC) proposes to fill up one post of Legal Advisor in pre-revised pay scale of PB-4 ₹37400-67000 + Grade Pay ₹10000/- (revised in 7th CPC Pay Level 14 Pay Matrix ₹144200-218200) on deputation basis for a period of 3 years.

Duties of the post

The Legal Advisor heads the Law Department of the NDMC and is assisted by a Law officer, Deputy Law Officers and Assistant Law Officers. The functions and responsibilities of the Legal Advisor are diverse and range from supervision and monitoring of the court cases through Standing Counsel, Additional Standing Counsel in the Delhi High Court to Municipal Counsel in the subordinate courts of Delhi. He is also required to give legal advice on issues of importance to the Chairman and various other Heads of Departments, on such reference being made by them.

2. The period of deputation can be extended/ curtailed as per requirement/performance of the individual. For the eligibility conditions/details of the post is as under:-

Officers belonging to the Offices of Central/ State Govt./ UTs/ Autonomous Bodies/ Statutory Organizations.

- (a) (i) Holding analogous posts on regular basis in their parent cadre/department; or
- (ii) With two years service in the grade rendered after appointment thereto on a regular basis in the pre revised scale of PB-4 ₹37400-67000 + Grade Pay ₹8900/- (revised in 7th CPC Pay Level 13A) or equivalent in the parent cadre/ department and

(b) Possessing following qualifications and experience:-

- (i) Degree in law from a recognized university or equivalent;

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(ii) 15 years experience of legal matters.

(Period of deputation/contract including period of deputation/ contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Govt. shall ordinarily not to exceed five years. The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding 56 years as on the closing date of the receipt of applications.)

3. The applications of the eligible & willing officers, who would be spared in the event of their selection, may be forwarded in the enclosed Proforma (Annexure-I) (Bio-Data) in duplicate to the undersigned Room No. 5016, 5th Floor, Palika Kendra, Sansad Marg, New Delhi-110001, **by 27.03.2023**. The application should be duly signed by the applicant and certified by the Head of Department/ Employer. The candidates applying for the post shall not be allowed to withdraw their candidature subsequently.

4. The Department should forward the application only if the officer is relieved immediately in the event of his/her selection. As per DoP&T Instructions relieving of the officers will be mandatory.

5. The departments/ organizations should forward the application alongwith following documents:-

- i. That no vigilance case is either pending or contemplated against the officers, so recommended;
- ii. Cadre clearance;
- iii. Copies of ACRs/APARs for the last 5 years.

6. The Circular alongwith the Proforma (Annexure-I) may also be downloaded from the NDMC website: www.ndmc.gov.in.

7. 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.

8. While forwarding the applications, it may be verified and certified that particulars furnished by the officer are correct. Incomplete applications received without the documents mentioned in Para-5 above, will not be considered. Application not forwarded by respective cadre controlling authority or parent department would not be considered. No action would be taken on the basis of advance copy submitted by applicants.

Signed by R.P Sati

Date: 10-02-2023 13:30:47

(R.P. Sati)

Director (Personnel)

Tel. No, 011-23364210

Copy to :-

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 Organisation showing the following details may be enclosed.		
Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief/ other Allowances etc., (with break-up details)	Total Emoluments
16.A 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 qualification (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient)		
16.B 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 Organization 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
Cadre _____
Email: _____
Mobile _____
Address _____

Date _____

Certification by the Employer /Cadre Controlling Authority

The information / details provide in the above application by the applicant are true and correct as per the facts available on records. He/ She possess educational qualification 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 Shri/Smt _____
- ii) His/ Her integrity is certified.
- iii) His/ Her CR Dossier in original is enclosed/ photocopies of the 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)

ANNEXURE-I

BIO-DATA CURRICULUM VITAE PROFORMA

1. Name and Address (in Block Letters)		
2. Date of Birth (in Christian era)		
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 Note: This column needs to be amplified to indicate Essential and Desirable Qualification 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.		
5.2 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 Department 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.

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 requested for the post applied for

* Important: Pay band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay Scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have drawn by the Candidate may be indicated as below;

Office/Institution	Pay, Pay Band, and	From	To
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	Grade Pay drawn under ACP/MACP Scheme		

8. Nature of present employment i.e. Ad-hoc of 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
<p>9.1 Note: In case of Officer already on deputation, the application of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity Certificate.</p> <p>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</p>			
10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.			
<p>11. Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column)</p> <p>a) Central Government b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others</p>			
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	

By Speed Post

No.Comp-05/19/2022-Comp-MCA
भारत सरकार/GOVERNMENT OF INDIA
कारपोरेट कार्य मंत्रालय/MINISTRY OF CORPORATE AFFAIRS

5th Floor, 'A' Wing, Shastri Bhavan
New Delhi – 110 001
Dated the 23rd February, 2023

To,

(i) Secretaries of all Ministries and Departments of the Government of India (Cadre Controlling Authorities of All India Services and Group 'A' Central Services);

(ii) Chief Secretaries of All State Governments/ UTs;

Subject: Filling up the post of Chairperson in the Competition Commission of India – inviting applications regd.

Sir,

I am directed to state that for filling up the post of Chairperson in the Competition Commission of India (CCI) vacancy, applications are hereby invited from the eligible Indian Nationals.

2. Section 8(2) of the Competition Act, 2002 provides that the Chairperson, CCI shall be a person of ability, integrity and standing and who has special knowledge of, and such professional experience of not less than fifteen years in, international trade, economics, business, commerce, law, finance, accountancy, management, industry, public affairs or competition matters, including competition law and policy, which in the opinion of the Central Government, may be useful to the Commission.

3. The terms and conditions of the service of Chairperson, CCI are regulated by the Competition Commission of India (Salary, allowances and other Terms and Conditions of Service of Chairperson and other Members) Rules, 2003, as amended from time to time. The Chairperson shall hold office for a term of five years from the date of joining the post or till the age of 65 years, whichever is earlier. The Chairperson shall be paid a consolidated monthly salary of Rs.4.50 Lakh (Rupees Four Lakh Fifty Thousand only). He shall not be entitled to house and car.

4. Applications from the eligible officers in the Central Government/ State Governments, who are interested and can be spared in the event of selection may be forwarded with duly verified/countersigned by the Head of Departments (wherever applicable) along with the following certificates/documents: -

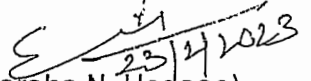
- (i) There are no vigilance, disciplinary or criminal proceedings pending/contemplated against Sh./Smt. _____.
- (ii) His/ Her integrity is certified.
- (iii) Duly authenticated copies of ACRs/APAR dossier of the applicant for the last five years.

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- (iv) List of major/minor penalties, if any, imposed on the applicant during the last ten years/No penalty certificate.
5. Applicants, who are already in any employment including Government service, in case of their selection, will have to resign/seek retirement from the service before joining the post.
6. The selected applicant is expected to join the post within one month from the issue of offer of appointment.
7. Application form can be down-loaded from the websites of Ministry of Corporate Affairs (www.mca.gov.in), Competition Commission of India (www.cci.gov.in) or Department of Personnel & Training (<http://persmin.nic.in>).
8. Applications in the prescribed format given in Annexure-I and duly completed, shall be sent to the following address latest by 09th March, 2023 (5:30 PM). Candidates who had applied earlier vide advertisement/vacancy circular dated 26th July, 2022 need not apply.

Shri Harsha N. Hedao, Under Secretary
Ministry of Corporate Affairs, Government of India
Room No. 520, 'A' Wing, 5th Floor, Shastri Bhawan,
Dr. Rajendra Prasad Road, New Delhi-110 001

9. Incomplete applications or applications received after the due date shall not be accepted.

Yours faithfully,


(Harsha N. Hedao)

Under Secretary to the Government of India
Tel No. 011-23387939

Encl: As above

**APPLICATION FORM FOR THE POST OF CHAIRPERSON IN THE COMPETITION
COMMISSION OF INDIA**

Latest passport
size photograph

1.	Name (IN BLOCK LETTERS)	
2.	Father's/Mother's Name	
3.	Date of Birth (Proof to be attached)	
4.	(i) Postal Address for Correspondence (with Pin Code) (ii) Phone Number (iii) E-mail ID (iv) Fax	
5.	Nationality (only Indian nationals need apply)	
6.	Educational Qualifications (self-attested copies to be attached)	
7.	Service/ Cadre/ Batch (In case of Government Employee)	
8.	Present Posting/ Occupation/ Profession with pay scale and basic pay.	
9.	Details of previous postings/employment (including period) and nature of activities performed.	
10.	Field of expertise as per prescribed eligibility criteria of the post and the number of years of experience thereon.	
11.	Any other special qualification; or special achievements; or participation in important committees/working groups etc; or Foreign assignments/training; or publication to the	

	applicant's credit; or National/International recognition received, if any.	
12.	In case of applicants, other than serving government servants, testimonials from two referees in responsible position (Not being relatives) including their address, contact numbers and e-mail ID, should be attached.	

Undertaking

It is certified that the information furnished above is correct and that in the event of my selection, I shall resign/seek retirement, if already in any employment including government service, before my appointment as Chairperson, Competition Commission of India.

Place:-

Date:-

(Signature with Date)

Name: _____

Instructions:

1. In case of serving government servants, certificates as in Appendix – "A", issued by cadre controlling/competent authority are to be submitted along with the Application Form.
2. Applications of serving government servants including PSUs/autonomous organisations should be sent through proper channel. However, advance copy may be sent to the addressee at the address mentioned in para 8 of the circular.
3. The applicants may attach additional sheets in respect of any information where it is not possible to indicate the same in the relevant column.
4. The selected applicant may have to appear for Medical Examination, in case so required by the Central Government.
5. Incomplete applications or applications received after the due date are liable to be rejected.
6. The selected applicant will be expected to join the post within one month of the issue of offer of appointment.

Appendix – "A"

Additional certificates for Government employees to be furnished by the Cadre Controlling Authority/ Competent authority.

- (i) There are no vigilance, disciplinary or criminal proceedings pending/contemplated against Sh./Smt._____.
- (ii) His/ Her integrity is certified.
- (iii) Duly authenticated copies of ACRs/APAR dossier of the applicant for the last five years are enclosed.
- (iv) List of major/minor penalties, if any, imposed on the applicant during the last ten years/No penalty certificate is attached.

(Signature with Date)

Name: _____

Place:

Date:

List of enclosures:

- 1.
 - 2.
 - 3.
 - 4.
 - 5.
-

