

F.No.4-40/2009-NCW(A)
National Commission for Women
(Administration Section)
4, Deen Dayal Upadhaya Marg, New Delhi
Tele. 23222369

4th March, 2010

Subject: Filling up of vacant posts in the National Commission for Women on deputation basis.

Applications are invited to fill up the various posts mentioned in website www.ncw.nic.in of National Commission for Women, New Delhi to be filled up by deputation on `foreign service terms`. Period of deputation including the period of deputation immediately preceding the appointment in the same or any other organization/ department of Central should ordinarily not exceed 3 years. The maximum age limit is 56 years as on the date of receipt of application. Applications from eligible candidates in the prescribed format may please be forwarded through proper channel along with attested copies of ACRs for the last 5 years and vigilance clearance latest by 15th March, 2010 to Shri S. Chatterjee (IAS), Member Secretary, National Commission for Women (NCW), 4 Deen Dayal Upadhaya Marg, New Delhi.

/sd
(Yogesh Mehta)
Law Officer

Annexure -I

S. No.	Name of the post & pay band	No. of post	Eligibility conditions
1.	Under Secretary (Deputation in foreign terms) (Group "A") Revised Pay Band+Grand Pay (Rs.15,600-39,100+6600) (PB-3)	One	<p>Essential:- 1) Central Government or State Government Officers hold analogous post on regular basis</p> <p align="center">OR</p> <p>Officers having 05 years regular service in the post of Section Officer in Scale of Pay of Old Scale Rs.6,500 – 200-10,500 revised pay band + Grade Pay of Rs.9300 – 34,800 + 4200) (PB-3) or Grade Pay of Rs.4800/-. Possessing the knowledge of Administrative Matters and must have Graduate Degree in any discipline from a recognized University.</p> <p>Persons who have retired on analogous post during the year 2007-2010 may also apply.</p> <p>The selection mode will on Contract Basis for retired persons which may be extended from time to time on the basis of the performance</p> <p>Remuneration – Last pay drawn minus pension</p>
2.	Senior Research Officer (Deputation in foreign terms) Revised Pay Band + Grade Pay (Rs.15,600 – 39,100 + Rs.6600) PB-3	One	<p>Essential:- Holding analogues post on regular basis in the scale of pay of Revised Scale Rs.15,600-39,100+6600 Grade Pay (Old Scale Rs.10,000-325-15,200)</p> <p align="center">OR</p> <p>With three years service in the scale of pay of Old Scale Rs.8,000-275-13,500/- (Revised Scale Rs.93,00-34,800+5400 GP)</p> <p align="center">OR</p> <p>With 05 years service in the scale of pay of Rs.6,500-200-10,500/- (Revised Scale Rs.9,300-34,800+Rs.4,200 GP). Candidates, who have Master Degree in Social Work from a recognized University, will be given preference.</p> <p>Persons who have retired on analogous post during the year 2007-2010 may also apply.</p> <p>The selection mode will on Contract Basis for retired persons which may be extended from time to time on the basis of the performance</p> <p>Remuneration – Last pay drawn minus pension</p>

3	Section Officer (Deputation in foreign terms) PB-2 (Rs.9300- Rs.34800 + G.P. - Rs.4800/-)	One	<p>Essential:-</p> <p>Officer under the Central Government/ Autonomous bodies/Semi-Government/ Statutory Organizations etc. having Graduate Degree in any stream from recognized University or equivalent and holding analogous post on regular basis or holding the post in the Pay Scale of Rs.9300-34800 (Pay Band - 2) + G.P. of Rs.4200 or equivalent with at least 8 years regular service. Possessing knowledge of administrative matters and must have Graduate Degree in any discipline from a recognized University.</p> <p>Persons who have retired on analogous post during the year 2007-2010 may also apply.</p> <p>The selection mode will on Contract Basis for retired persons which may be extended from time to time on the basis of the performance</p> <p>Remuneration - Last pay drawn minus pension</p>
4.	Assistant (Deputation in foreign terms) Rs.9,300-34,800 + Rs.4,200 GP	One	<p>Essential</p> <p>Persons holding analogous posts or having three years regular service as UDC in the Old Scale of Pay of Rs.4,000-100-6,000/-(Revised Scale Rs.5,200-20,200+Rs.2,400 GP) of CSS Cadre, processing experience in noting and drafting.</p>
5	Personnel Secretary (Deputation in foreign terms) PB-2 (Rs.9300- Rs.34800 + G.P. - Rs.4800/-)	Three	<p>Essential</p> <p>Person holding analogous post or having 2 years regular service as Steno Grade C in the Old Scale of Pay of Rs.5500-175-9000 (Pre-revised).</p> <p>Persons who have retired on analogous post during the year 2007-2010 may also apply.</p> <p>The selection mode will on Contract Basis for retired persons for retired persons which may be extended from time to time on the basis of the performance</p> <p>Remuneration - Last pay drawn minus pension</p>
6	Stenographer Grade - D (Deputation in foreign terms) PB-1 (Rs.5200- 20,200 + G.P. Rs.2400/-)	One	<p>Essential:</p> <p>Lower Division Clerk of the Central Government/ Autonomous bodies/ Semi-Government/ Statutory Organizations etc. having Graduate Degree from any recognized University and regular service in the grade and possessing a speed of 80 words per minute in English Shorthand and 30 words per minute in English Typewriting and working knowledge of computer</p>

7.	Lower Division Clerk (Deputation in foreign terms) (Revised pay band+ grade pay of Rs.5200-20200+1900/=	Two	Essential:- Persons holding analogous posts on regular basis in the Scale of pay of pre-revised Scale Rs. 3050-75-3950-80-4590/= (Revised pay band+ grade pay of Rs.5200-20200+1900/=
8.	Hindi Typist (Revised pay band+ grade pay of Rs.5200-20200+1900/=) (Deputation in foreign terms)	One	OR With 02 (three) years regular service in the scale of pay of pre-revised Scale Rs.2550-55-2660-60-3200/= (Revised scale Rs.4440-7440+1300GP) or at least 05 (Five) years regular service in the old Scale of pay of Rs.2750-70-3800-75-4400/- (Revised Scale Rs. 5200-20200+1800 GP) (a) Matriculation or equivalent. (b) Should possess a speed of 30/25 words per minute in English/Hindi typewriting Desirable: Candidates, who have computer knowledge, will be given preference.
9.	Junior Accountant (Deputation in foreign terms) PB-1 (Rs.5200-20,200 + G.P. Rs.2400/-)	One	Persons holding analogous post on regular basis in the scale of Pay Rs.4000-100-6000/- (pre-revised) OR Persons having 02 years experience of Departmental Accounting System under Controller General of Accounts/ Defence/ Railways or Auditor under Comptroller & Auditor General. OR Upper Division Clerk in Central Secretariat Clerical Service or Subordinate Office with Cash & Accounts Training conducted by ISTM.
10.	Library Information Assistant (Deputation in foreign terms) Rs.9,300-34,800 + Rs.4,200 GP	One	Persons holding analogous posts in the Department/Ministries of the Government of India with at least 3 years experience in the grade and possessing Graduate Degree from the Recognized University and must have Diploma/Degree in Library Science. OR Persons having three years regular service as UDC in the Old Scale of Pay of Rs.4,000-100-6,000/- (Revised Scale Rs.5,200-20,200+Rs.2,400 GP) and having the Diploma/Degree in Library Science from the recognized University/Institution.

