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No./Arch-2022/ 13012

11. The Chief Secretary to Govt. of Rajasthan,  
Rajasthan Civil Secretariat,  
Jaipur (Rajasthan).

From,

The Chief Architect,  
Department of Urban Planning,  
Chandigarh Administration.

मुख्य सचिव  
राजस्थान सरकार  
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To

- (1) The Chief Secretaries of (Central/State Govt.)
- (2) The Administrators/Lt. Governors (Union Territories)
- (3) All Heads of Departments, Union Territory Chandigarh.

Dated Chandigarh, the 5-12-22

**Subject:- Filling up one (01) post of Administrative Officer on deputation/promotion in the pay scale of Rs.10300-34800+5400 Grade Pay (pre-revised) equivalent to Level 17 (revised as per 6th PPC) in the Architecture Wing, Department of Urban Planning, Chandigarh Administration.**

Sir/Madam,

I am directed to address you on the subject matter and to state that one (01) post of Administrative Officer in the pay scale of Rs.10300-34800+5400 Grade Pay (pre-revised) equivalent to Level 17 (revised as per 6th PPC), subject to further revision by the Govt. of India from time to time, is to be filled up by deputation/promotion basis in the Architecture Wing of the Department of Urban Planning, Chandigarh Administration as per the details given below:-

1.	Name of the post	Administrative Officer
2.	No. of Post	01(One)
3.	Classification	General Central Service Group 'B' Gazetted (Ministerial).
4.	Pay-Scale	Rs.10300-34800+5400 Grade Pay (pre-revised) equivalent to Level 17 (revised as per 6th PPC) subject to further revision by the Govt. of India from time to time.
5.	Method of Recruitment and details.	<p>Deputation/Promotion :</p> <p>(I) Officers under the Central/State Govt./Union Territories.</p> <p>(a) (i) Holding analogous posts on regular basis in the parent cadre/department, or</p> <p>(ii) With two years service in the grade rendered after appointment thereto, on regular basis in the scale of pay of Rs.7220-11660 (as per 4th PPC, 10300-34800+5000 G.Pay as per 5th PPC equivalent to Level 16 as per 6th PPC), or equivalent in the parent cadre/department, or</p> <p>(iii) With three years service in the grade rendered after appointment thereto, on regular basis in the scale of pay of Rs.6500-10500 (as per 5th CPC, 9300-34800+4200 G.Pay as per 6th CPC equivalent to Level-6 as per 7th CPC) or equivalent in the parent cadre/department, and</p> <p>(b) Possessing the following qualification and experience;</p> <p>(1) Degree from a recognized University or Equivalent;</p> <p>(2) Three years experience in Administration/Establishment work.</p> <p>(II) The Department Superintendent Grade-1 in the</p>

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		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/department of the Central Government shall ordinarily not exceed three years. <b>The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications).</b>
<b>Other Terms and Conditions</b> <b>(Subject to revision of terms and conditions as per Central Civil Service Rules)</b>		
1.	Period of Deputation	One year in the first instance and to be extended from time to time or reduced according to requirements. However, the period of deputation will not ordinarily exceed three years.
2.	Pay	He/she will draw pay in his/her own scale of pay without any deputation allowance.
3.	DA, Local Allowances	According to the Rules of Chandigarh Administration
4.	T.A. Joining time and transfer T.A.	According to the rules of Govt. to which deputed i.e. Chandigarh Administration.
5.	Leave and Pension	The rules of the Parent Govt.
6.	Leave Travel concession	According to parent Deptt.
7.	Medical concession and accommodation	According to the Rules of Chandigarh Administration
8.	Leave Salary and pension contribution	The allocation of leave salary and pension charges payable by this Administration will be regulated under the rules of the parent Govt.

The eligible officer should apply for the aforesaid post and also forward their application through their department. While forwarding the application of the eligible officer, the concerned department should furnish the following document and certificates:-

- (i) The application/Bio-data prescribed proforma (in original) as per DoPTO.M No. A.B14017/28/2014/Estt.(RR) dated 02.07.2015 (which can be downloaded from link [http://documents.doptcirculars.nic.in/D2/D02est/14017\\_28\\_2014-Estt.RR-02072015.pdf](http://documents.doptcirculars.nic.in/D2/D02est/14017_28_2014-Estt.RR-02072015.pdf)).
- (ii) Attested copies (on each page of ACRs/APAR) for the last five years.
- (iii) Cadre clearance, Integrity Certificate, Vigilance Clearance Certificate and statement of major/minor penalties if any, imposed on the candidate during the last 10 years, in original or no penalty certificate, as the case may be forwarded in the prescribed proforma available in the link mentioned at point no. (i) duly signed & stamped by the Competent Authority.
- (iv) Certificate regarding no court case is pending against the officer concerned.

Officers who apply for the post will not be allowed to withdraw their candidature at a later stage. Application not received through proper channel or after the due date or without the above mentioned documents will be rejected without assigning any reasons.

The suitable and willing officers must apply through proper channel within 60 (Sixty) days from the Publication of this advertisement in the 'Employment News'. The complete application alongwith all the requisite documents as enlisted above may be forwarded to the Chief Architect, Department of Urban Planning, Chandigarh Administration 2<sup>nd</sup> Floor, U.T., Chandigarh - 160002. The above advertisement is also