

मुख्य सचिव कार्यालय
राजस्थान, जयपुर

प्राप्त संख्या 205.5016/cro
दिनांक.....

Casey 008

(Sudhanshu Pant)
Chief Secretary
28/7/24

Computer No: 233626
File No: 12016/02/2024-IFS-I
Government of India

Ministry of Environment, Forest and Climate Change

Prithvi, 6th Floor,
Indira Paryavaran Bhawan,
Jor Bagh Road, New Delhi -110 003.

Dated: 18 June, 2024

01 July

To

The Chief Secretaries/ Administrators,
All State Governments/Union Territories

Subject: Filling up of Two (02) vacancies in the grade of Director (Administration) in NTRO on Deputation basis.

Sir/Madam,

NTRO has issued a recruitment Notice inviting applications of willing and eligible officers to fill up vacancies in the grade of Director (Administration) in Level-13 of the Pay Matrix in NTRO on deputation basis.

2. A copy of the said recruitment notice No.V(A)/12/1/Rect/NTRO/2024, dated 18.06.2024 is enclosed
3. The State Governments/UTs are requested to widely circulate the above mentioned recruitment notice amongst the IFS officers in the State/Segment and, forward the application received from the eligible officers along with vigilance and Cadre Clearance, and all the other relevant documents, to this Ministry for further necessary action in the matter.

(Prem Prakash Maurya)

Under Secretary to the Govt. of India
011-20819192

20/07/2024

Copy to:

1. All Principal Chief Conservators of Forests & HoFF of State/UT Administrations.
2. Shri Debtoru Chatterjee, Joint Secretary (Pers), NTRO, New Delhi.

IMMEDIATE

No. V(A)/12/1/Rectt./NTRO/2024-874
Government of India
National Technical Research Organisation
Block-III, Old JNU Campus, New Delhi-110067

Dated, the 18th June 2024

To

Mrs. Leena Nandan
Secretary
Ministry of Environment, Forest and Climate Change
Indira Paryavaran Bhawan
Jor Bagh, New Delhi – 110003.

Sub: Filling up of Two (02) vacancies in the grade of Director (Administration) in NTRO on Deputation basis.

Madam,

I am directed to invite your kind attention to D.O. letter No. V(A)/12/1/Rectt./NTRO/2021-4237 dated 18.06.2024 (Copy enclosed) addressed by Chairman, NTRO to you relating to nominations for filling up of 2 vacancies in the post of Director (Administration) in NTRO.

2. A Copy of the vacancy circular for filling up of 2 vacancies in the post of Director (Administration) in Level-13 by deputation in NTRO is enclosed.
3. Suitable officers fulfilling the eligibility criteria may please be nominated.

Yours faithfully,



(Debturu Chatterjee)
Joint Secretary (Pers)

Secy-in-charge
19/6

DG F&SS
16 (IFS)
19/6

RECRUITMENT NOTICE
NATIONAL TECHNICAL RESEARCH ORGANISATION

Applications are invited from officers of the Central Government (Ministries / Departments) to fill up vacancy in the following post in National Technical Research Organisation :-

S. No.	Name of the Post	No. of Vacancy*	Level in the Pay Matrix #	Classification	Mode of recruitment
(i)	Director (Administration)	02 (Two)	Level -13	General Central Civil Service, Group 'A' Gazetted non-Ministerial.	Deputation

* Subject to increase / decrease.

In addition, Special Allowance @ 20% of Basic Pay will be admissible. No Deputation Duty Allowance will be paid.

2. The essential eligibility criteria are as under:-

(i) **Director (Administration):**

Officers of the Central Government

(a)

- (i) holding analogous post on regular basis or
- (ii) having five years of regular service in Level-12 of the pay matrix; and

(b) possessing the following educational qualification and experience:-

- (i) Bachelors degree from a recognized university; and
- (ii) **Ten years' experience in dealing with administration and establishment in supervisory capacity in central government.**

Note-1: 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 on promotion.

Note-2: The period of deputation including the 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 five years.

Note-3: The maximum age limit for appointment on deputation shall be not exceeding fifty-six years as on the closing date of the receipt of the application.

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-P/2-

3. **How to apply** – The applications duly filled in by willing and eligible officers in the prescribed proforma (**Annexure-I**) with Certification by Employer/Cadre Controlling Authority (**Annexure-II**) be forwarded through proper channel along with attested photocopies of APARs for last 05 years so as to reach on the following address :-

Deputy Director (R)
National Technical Research Organisation
Block-III, Old JNU Campus
New Delhi - 110067

4. Attested copies certificates in support of educational qualifications and experience should be enclosed with the application. Incomplete applications and/or those received late and/or not forwarded through proper channel would be summarily rejected. Canvassing, in any form, will disqualify the candidate.

5. On appointment, the officers are liable to serve anywhere in India. The last date for receipt of application is 30 days from the issuance of this Recruitment Notice.
