

No.M-11011/3/2016-DO(FC)
Government of India
MINISTRY OF INFORMATION AND BROADCASTING

New Delhi, 18th March, 2016

OFFICE MEMORANDUM

Subject: **Filling up the post of Regional Officer at the Regional Office of Central Board of Film Certification, Kolkata under Ministry of Information & Broadcasting on deputation basis**

I am directed to say that it is proposed to fill up the post of **Regional Officer** (General Central Service, Group 'A', Gazetted) in the Regional Office, Central Board of Film Certification, **Kolkata** on deputation basis in the pay band of Rs.15600-39100 with Grade Pay of Rs.7600 under Ministry of Information and Broadcasting on deputation basis. The details of the post are given in Annexure-I.

2. The pay, tenure of deputation and other terms and conditions of the selected officer will be regulated in accordance with the Department of Personnel & Training's O.M. No.6/8/2009-Estt. (Pay II) dated 17.06.2010.

3. Applications of eligible officers in the prescribed proforma (Annexure-II) may be forwarded to this Ministry along with the following:

- (i) Up-to-date CR dossier. All Photostat copies of ACRs may be forwarded duly attested by an officer not below the rank of an Under Secretary or equivalent.
- (ii) vigilance clearance,
- (iii) Statement indicating whether any minor/major penalty was imposed or not during the last 10 years and
- (iv) 'integrity certificate'
- (v) cadre clearance

The applications complete in all respect, may be sent to the Under Secretary (FC), Ministry of Information and Broadcasting, A-Wing, Shastri Bhavan, New Delhi-110001 within 60 days from the date of publication of this advertisement in the Employment News. Officers who volunteer for the post will not be allowed to withdraw their candidature subsequently. The maximum age limit of the candidates applying for the post shall not exceed 56 years as on the closing date of receipt of applications.

Sd/-
(S. Naganathan)
Under Secretary to the Government of India
Tele: 2338 2487

Encl.: as above.

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To:

All Ministries/ Departments of the Govt. of India/ All State Governments/ Union Territories

Copy to:

1. All Media Units of the Ministry of Information and Broadcasting with the request that the vacancy may be circulated among the officers and the applications of the eligible officers who are willing and can be spared be sent to the Ministry along with the Vigilance Clearance etc., by the prescribed date.
2. Chairperson, Central Board of Film Certification, Mumbai.
3. CEO, Central Board of Film Certification, Mumbai along with 10 spare copies with a request that this O.M. may please be circulated amongst all the Central Govt. offices located at Kolkata.
4. Director, DAVP, 8th Floor, Sochna Bhavan, CGO Complex, Lodhi Road, New Delhi for publication in Employment News.
5. The Chief Editor, Employment News, East Block-IV, Level 5-7, R.K. Puram, New Delhi-110066.
6. DOP&T, CS Division, Lok Nayak Bhavan, Khan Market, New Delhi for circulation and necessary action.
7. UPSC, Dholpur House, Shahjahan Road, New Delhi for information.
8. All Desks/Sections in the Ministry of I&B.
9. Spare copies.

Sd/-

(S. Naganathan)

Under Secretary to the Government of India

The Description of the posts and eligibility conditions are as follows: -

S. No.	Name of the Post	No. of Posts and Regional Office of CBFC	Eligibility Conditions
1.	Regional Officer Rs.15600-39100 + Grade Pay Rs.7600/-	Kolkata - 01	Officers of the Indian Administrative Services or Central Services Group 'A' eligible for appointment as Deputy Secretary to the Govt. of India, along with following qualifications: <u>Essential</u> (a) Degree of recognized university or equivalent; (b) Sound knowledge of Hindi and Bengali. (c) Sound knowledge of Indian history and culture; and (d) 10 years' administrative or managerial experience in a responsible capacity. (Period of deputation - ordinarily not exceeding 4 years)

(Qualifications relaxable at the discretion of the Union Public Service Commission in case of candidates otherwise well qualified.)

BIO-DATA PROFORMA

POST APPLIED FOR: _____

1. Name and address in block letters
2. Date of Birth (in Christian era)
3. Date of retirement under Central/State Govt. 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.

Qualifications/experien
ce possessed by the
officer

Essential (1)

(2)

(3)

Desired (1)

(2)

6. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post.

7. Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient:

Office/ Institute / Orgn.	Post held	From	To	Scale of pay and basic pay	Nature of duties

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8. Nature of present employment i.e., quasi permanent or permanent

9. If 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 you belong.

10. Additional details about present employment. Please state whether working under :
 - (a) Central Government
 - (b) State Government
 - (c) Autonomous organizations
 - (d) Government Undertakings
 - (e) Universities

11. 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.

12. Total emoluments per month now drawn:
 - (i) Present Scale of pay:
 - (ii) Present Grade Pay:

13. 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.

14. Whether belongs to SC/ST

15. Remarks

Date _____

Signature of the candidate

Address _____
Phone No. _____
Office _____
Residence _____
Mobile _____

Certified that the particulars furnished by the candidate have been verified from his/her service records and are correct. No disciplinary/vigilance case is either pending or being contemplated against him/her. No major/minor penalty has been imposed on him/her during the last 10 years. His/her integrity is certified. Cadre clearance is also given herewith.

Countersigned by Head of Department/Office

