

No.M-11011/1/2019-DO(FC)
Government of India
MINISTRY OF INFORMATION AND BROADCASTING

New Delhi, 14th March, 2023

OFFICE MEMORANDUM

Subject: Filling up the post of Chief Executive Officer (CEO) in the Pay Matrix Level 13 (118500-214100) (pre revised in the Pay Band-4 (Rs. 37400-67000) with Grade Pay of Rs. 8700) in the Central Board of Film Certification Headquarters, Mumbai.

Services of a suitable officer are required for the post of Chief Executive Officer in the Central Board of Film Certification Headquarters, Mumbai on deputation basis **in the Pay Matrix Level 13 (118500-214100) (pre revised in the Pay Band-4 (Rs. 37400-67000) with Grade Pay of Rs. 8700)**. 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 as amended from time to time.

3. Applications of eligible officers in the prescribed proforma (Annexure-II) complete in all respect may be forwarded to the Under Secretary (Films), Ministry of Information and Broadcasting, A-Wing, Shastri Bhawan, New Delhi-110001 within 60 days from the date of publication of this advertisement in the Employment News along with the following:

- (i) Up-to-date APAR dossier for the last five years. All Photostat copies of APARs 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

4. 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.

(Md Zahid Sharif)
Under Secretary to the Government of India
Tele: 2338 2487

Encl.: as above.

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

Cont.....

Copy to:

1. The Director, Employment News, Soochna Bhawan, New Delhi-110003 with request to publish in the Employment News.
2. All Media Units of the Ministry of Information and Broadcasting.
3. Chairperson, Central Board of Film Certification, Mumbai.
4. Spare copies.

(Md Zahid Sharif)
Under Secretary to the Government of India

1. Name of the post : Chief Executive Officer
2. Number of post : One
3. Pay Matrix of the post : **Pay Matrix Level 13 (118500-214100) (pre revised in the Pay Band-4 (Rs. 37400-67000) with Grade Pay of Rs. 8700)**
4. Ministry/Department : Ministry of Information & Broadcasting
5. Eligibility : Deputation (Period of deputation ordinarily not exceeding 3 years.)

(i) Officers of All India Services with 15 years' service as such; or

(ii) Officers of the Central Services Group 'A' or other officers of the Central Government holding analogous post on regular basis; or

With 5 years' service in the grade rendered after appointment thereto on regular basis in the PB-3 (15600-39100) with Grade Pay of Rs.7600/- or

with 10 years' service in the grade rendered after appointment thereto on regular basis in the PB-3 (15600-39100) with Grade Pay of Rs.6600/-

with the following qualifications:

(a) Sound Knowledge of Indian History and culture.

(b) Experience in work relating to films, preferably film censorship work

(c) Experience in administration/establishment, accounts and budget work.

BIO-DATA PROFORMA

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).

| | <u>Qualifications/ experience required.</u> | <u>Qualifications/experience possessed by the officer</u> |
|-----------|---|---|
| Essential | (1) | |
| | (2) | |
| | (3) | |
| Desired | (1) | |

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/ Orgn. | Post held | From | To | Pay Band, Grade Pay and basic pay | Nature of duties |
|------------------|--------------|------|----|--|------------------------|
|------------------|--------------|------|----|--|------------------------|

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.

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

