

No.A-35011/1/2009-Estt.
Government of India
Ministry of Micro, Small & Medium Enterprises
(Establishment Section)

Udyog Bhawan, New Delhi
Dated the 26th March, 2009

OFFICE MEMORANDUM

Sub: Filling up of the post of Economic Investigator Grade-II in the Ministry of Micro, Small & Medium Enterprises on deputation (including short-term contract) basis.

The undersigned is directed to say that one post of Economic Investigator Grade-II in the revised scale of pay of Rs. 9,300-34,800/- (PB-2) Grade Pay Rs. 4200/- (General Central Service, Group 'C' Non-Gazetted, Non-Ministerial) is proposed to be filled on deputation (including short-term contract) basis, in the Ministry of Micro, Small & Medium Enterprises.

2. The pay of the persons selected for appointment to the post will be regulated in accordance with the instructions contained in the Department of Personnel & Training's O.M. No, 2/29/91-Estt.(Pay-II) dated 05.01.1994 as amended from time to time. Particulars of eligibility conditions and qualifications etc. prescribed for the post are mentioned in Annexure-I.

3. It is requested that the application in the prescribed proforma (Annexure-II) of eligible and willing candidates, who, in the event of their selection, can be relieved immediately, may be forwarded to the undersigned within 30 days from the date of issue of this circular, together with the attested photocopies of their complete and up-to-date CR Dossiers for the last five years and Vigilance clearance. Application received after last date, without complete up-to-date ACRs or incomplete in any other respect, will not be considered. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

S/d-
(P.S. Verma)

Under Secretary to the Government of India

To

1. All Ministries/Departments of the Government of India with the request that wide publicity may be given to the contents of this O.M. including circulation among their Autonomous Institutions.
2. All Sections of the Ministry of MSME.
3. Office of the DC (MSME)(Admn. (HE), Nirman Bhawan, New Delhi.
4. Technical Director, NIC (Shri J.P. Singh), Nirman Bhawan, New Delhi with the request to put the material on the Ministry of MSME's website.
5. Guard File.

Certificate to be recorded by the employer while forwarding the applications

1. Clarified that the particulars of the Officer has been verified and found to be correct.
2. It is certified that no disciplinary proceedings are either pending or/and, contemplated against the officer. Integrity of the officer is also certified.

Signature of the Head of the Department
(with Stamp)

Note: Any application received after the closing date will be rejected irrespective of the fact that the applicant had submitted the application to the employer before that date. Applications without Character Rolls, Incomplete applications not in accordance with the format/particulars will not be entertained.

BIO-DATA FOR THE POST OF ECONOMIC INVESTIGATOR GRADE-II

3. Name & Address :
4. Date of Birth :
5. Educational qualifications :
6. Whether educational or other qualifications required for the post are satisfied, (if yes, state the same as under) :

Educational Qualifications/Experience

Desirable qualifications

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7. Details of employment, in chronological order. :

Office	Post held	From	To	Scale of pay & basic pay	Nature of duties
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8. Nature of Present employment i.e. ad-hoc/temporary/ permanent :
9. In case of present employment is held on deputation basis, state- :
- a. the date of initial appointment
- b. period of appointment on deputation
- c. name of the parent office/organisation
10. Whether belongs to SC/ST/OBC. :
11. Experience relevant to the post of Economic Investigator Grade-II or additional information, if any which you like to mention in support of your suitability to the post. :
12. Remarks. :

Signature of the candidate
Address:

Date

ANNEXURE-I

- Name of the post : Economic Investigator Grade-II.
- Number of the post : 1 (One)
- Classification : General Central Service, Group 'C' Non-Gazetted, Non-Ministerial.
- Scale of pay : Rs. 9,300-34,800/- (PB-2)
Grade Pay Rs. 4200/-
- Eligibility : Officials under the Central/State Government/Automats Institutions under Central Government:
- a. holding analogous post on regular basis; or
 - b. with five years regular service in a post carrying scale of pay of Rs. 5,200-20,200/- and Grade Pay Rs. 2,400/- or equivalent.
- Educational Qualification : Graduation with Economics from a recognized university.
- Period of deputation : Three (3) years (extendable up to five years).

Note: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or the some other organization/Department of the Central Government shall accordingly not exceed 3 years. The maximum age limit is 56 years as on closing date of receipt of application