



F.No. 19(33)/2013-Estt.  
**NATIONAL SUGAR INSTITUTE**  
An ISO 9001:2008 CERTIFIED INSTITUTE  
Government of India

1066/  
13 0 AUG 2016

Ministry of Consumer Affairs, Food & Public Distribution  
Department of Food & Public Distribution

E-mail: [nsikanpur@nic.in](mailto:nsikanpur@nic.in)  
Phone: 0512-2570575  
Fax: 0512-2570247

Kanpur- 208017  
Dated 16.08.2016.

To,  
As per List Attached.

*DR (Admin)*

*BY 02/8  
30/8*

*NT/12  
31/8*

**Sub: Vacancy Circular/Advertisement No. A-12025/2/2016-SA, advertised in Employment News dated 13-19<sup>th</sup> Aug., 2016.**

Sir,

I am directed to enclose herewith a copy of the advertisement published in Employment News, dated 13-19<sup>th</sup> Aug., 2016 for filling up the post of **Senior Instrument Engineer**, a General Central Service, Group 'A' Gazetted, Non -Ministerial post in the Pay Band of Rs.15,600-39,100 (PB-3) with Grade Pay of Rs.6,600 (pre revised pay scale of Rs.10,000-325-13,500) at National Sugar Institute.

It is requested that the vacancy circular may be circulated in your department and applications received from the eligible interested persons may be forwarded to the undersigned before the last date for submission of applications as indicated in the advertisement i.e. within sixty days from the date of publication of advertisement.

Yours faithfully,

*(Signature)*  
12/08/16

**(Rakesh Shukla)**  
Sr. Administrative Officer

Ministry of Consumer Affairs, Food & Public Distribution
Department of Food & Public Distribution

Posting of one post of Senior Instrument Engineer in the Pay Scale of Rs 15600-30100 (PB-3) with Grade Pay of Rs 5600/- at National Sugar Institute, Kanpur on deputation (including short-term contract) basis.

- 1. Name of the post: Senior Instrument Engineer
2. Number of posts: 1 (one)
3. Classification of post: Group 'A' Gazetted Non-Ministerial Post
4. Pay Scale: Rs 15600-30100 (PB-3) with Grade Pay of Rs 5600/- (pre-revised pay scale of Rs 10000-325-15200/-)

- 5. Age limit: The maximum age limit for appointment by deputation shall be not exceeding 55 years as on the closing date for receipt of applications.
6. Eligibility conditions for appointment on deputation (including short-term contract) basis: Officers of the Central/State Governments/Union Territory/Recognized Research Institutes or Councils/Universities/Public Sector Undertakings/Semi-Government/Autonomous bodies or Statutory Organizations.

- 7. Place of Posting: The place of posting will be National Sugar Institute, Kanpur (UP), but liable to be posted anywhere in India.
8. Duties attached to the post: (i) Teaching, Research and Advisory. (ii) Any other work assigned by Director.

BIO-DATA/CURRICULUM VITAE PROFORMA

Form with fields for Name and Address, Date of Birth, Date of entry into service, Educational Qualifications, and Essential/Desirable qualifications/experience.

Integrity Certificate and Certification by the Employer/Cadre Controlling Authority. Includes fields for Name, Address, and Date.

6.1 Note: Borrowing Departments are to provide their specific comments/views concerning the relevant Essential Qualification/Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied for.

Table with columns: Office/Institution, Post held on regular basis, From, To, Pay Band and Grade Pay/Pay Scale of the post held on regular basis, Nature of Duties (in detail) highlighting experience required for the post applied for.

Important: Pay Band and Grade Pay granted under ACP/MACP are personal to the Officer and therefore should not be mentioned. Only Pay Band and Grade Pay/Pay Scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below:

Table with columns: Office/Institution, Pay, Pay Band and Grade Pay drawn under ACP/MACP Scheme, From, To.

9.1 Note: In case of Officers already on deputation the applications of such Officer should be forwarded by the Parent Cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity Certificate.

- 9.2 Note: Information under Column (c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/organization.
10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.
11. Additional details about present employment: (Please state whether working under, indicate the name of your employer against the relevant column) a) Central Government b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others.

Table with columns: Basic Pay in the PB, Grade Pay, Total Emoluments. Includes a section for Basic Pay with Scale of Pay and rate of increment, Dearness Pay/Interim relief/other Allowances etc., (with break-up details), Total Emoluments.

15. In case the applicant belongs to an Organization which is not following the Central Government Pay scales, the latest salary slip issued by the Organization showing the following details may be enclosed.

16. Additional information, if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient).

17. Please state whether you are applying for deputation (STC)/Absorption/Re-employment. STC: Officers under Central/State Governments are only eligible for 'Absorption'. Candidates of Non-Government Organizations are eligible only for Short Term Contract. (The option of 'STC', 'Absorption', 'Re-employment' are available only if the Advertisement specifies mentioned recruitment by 'STC' or 'Absorption' or 'Re-employment').

18. Whether belongs to SC/ST. I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supplied by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

Signature of the candidate, Address, Date. Continued on page 31.

VIGILANCE CLEARANCE CERTIFICATE. The records of service of Shri. \_\_\_\_\_ a regular \_\_\_\_\_ Who is being considered for appointment to the post of \_\_\_\_\_ in the Ministry of Consumer Affairs, Department of Food & Public Distribution, Department of Food & Public Distribution on promotion/deputation (including short-term contract) basis, have been carefully scrutinized and it is certified that no vigilance case is either pending or contemplated against him.

NO MAJOR/MINOR PENALTY CERTIFICATE. The records of service of Shri. \_\_\_\_\_ a regular \_\_\_\_\_ Who is being considered for appointment to the post of \_\_\_\_\_ in the Ministry of Consumer Affairs, Department of Food & Public Distribution, Department of Food & Public Distribution on promotion/deputation (including short-term contract) basis, have been carefully scrutinized and it is certified that no major/minor penalty has been imposed on him for the last 10 years.