

No 3/6/2017 LNJNI NICFS

Government of India

Ministry of Home Affairs

LNJNI National Institute of Criminology and Forensic Science

Institutional Area, Outer Ring Road, Sector-3, Rohini, Delhi – 110085

Dated the, **20 JUN 2018**

Applications are invited in the prescribed proforma from suitable persons for filling up the following posts in LNJNI National Institute of Criminology and Forensic Science(MHA), Delhi on deputation (including short term contract) basis as per details given below:-

Sl. No	Name of the post & Pay Scale	No. of posts	Method of recruitment	Eligibility conditions
01	Administrative Officer PB - 2 Rs. 9300-34800 + GP Rs. 4600 (Pre-revised)	01	By Deputation (Deputation and Re-employment for Armed Forces Personnel)	Deputation: Officers under the Central Government:- (A)(i) holding analogous posts on regular basis in the parent cadre or department; or (ii) with five years service in the grade rendered after appointment thereto on regular basis in posts in the scale of pay of Rs.9300-34800 in Pay Band-2 plus Grade Pay of Rs. 4200 (Pre-revised) or equivalent in the parent cadre or department; and (B) possessing a Degree from a recognised University and five years experience in Administration, Housekeeping, Budget Management and Establishment. (Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not to exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications). Note: for the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1.1.2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission

				<p>recommendation has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.</p> <p>For Armed Forces Personnel: Deputation or Re-employment:</p> <p>The Armed Forces Personnel due to retire or who are to be transferred to reserve within a period of one year and having the requisite experience and qualifications prescribed shall also be eligible to be considered. Such persons would be given deputation term upto the date on which they are due for release from the Armed Forces and thereafter they may be continued on re-deployment. In case such eligible officers have retired or have been transferred to reserve before the actual selection to the post is made, their appointment will be on re-employment basis. (Re-employment upto the age of superannuation in respect of civil post).</p>
02	<p>Assistant Library and Information Officer PB - 2 Rs. 9300-34800 + GP Rs. 4600 (Pre-revised)</p>	01	By deputation/absorption	<p>Deputation/absorption: Officers under the Central Government: (a)(i) holding analogous posts on regular basis in the parent cadre/department; or (ii) with three years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay or Rs. 5500-9000 (Pre-revised) in the parent cadre/department or equivalent; or (iii) with six years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs.5000-8000 in the parent</p>

				<p>cadre/department or equivalent; and</p> <p>(b) possessing the following educational qualifications and experience.</p> <p>Essential:</p> <p>(i) Bachelor's degree of a recognised University or equivalent.</p> <p>(ii) Bachelor's degree or equivalent in Library Science from a recognised University/Institute.</p> <p>(iii) Three years' experience in a Library.</p> <p>(Period of deputation including period of deputation in another ex-cadre post held immediately preceeding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of the receipt of applications).</p>
03	<p>Assistant</p> <p>PB - 2 Rs. 9300-34800 +</p> <p>GP Rs. 4200</p> <p>(Pre-revised)</p>	01	By Deputation	<p>Officers of the Central Government:-</p> <p>(A) (i) Holding analogous posts on regular basis in the parent cadre or department; or</p> <p>(ii) with six years service in the grade after appointment thereto on regular basis in posts in the Pay Band-I Rs.5200-20200 plus Grade Pay of Rs. 2800 or equivalent in the parent cadre of department; or</p> <p>(iii) with ten years service in the grade rendered after appointment thereto on regular basis in post in the Pay Band of Rs. 5200-20200 plus Grade Pay of Rs. 2400 or equivalent in the parent cadre or department; and</p> <p>(B) Possessing the following Educational Qualifications and Experience:</p> <p>(i) Graduation from recognised University.</p> <p>(ii) Two years experience in handling Administrative, Cash and Accounts Matters.</p>

04	Stenographer Grade 'C' PB - 2 Rs. 9300- 34800 + GP Rs. 4200 (Pre-revised)	03	By Deputation	<p>Officers holding the post of Stenographer under the Central Government.</p> <p>(a)(i) Holding analogous posts on a regular basis in the parent cadre or department; or</p> <p>(ii) Holding 10 years regular service in the PB-1 with Grade Pay of Rs. 2400 (Pre-revised) or equivalent</p> <p>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, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2: 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 or department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.</p> <p>Note 3: For the purpose of appointment on deputation or absorption basis, the service rendered on regular basis by an officer prior to 1st January, 2006 (The date from which the revised pay structure based on the sixth Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common Grade Pay or pay extended only the post(s) for which that Grade Pay or Pay Scale is the normal replacement Grade without any upgradation.</p>
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05	Library and Information Assistant PB - 2 Rs. 9300-34800 + GP Rs. 4200 (Pre-revised)	01	By Deputation (Including Short Term Contract)	<p>Deputation Officers under the Central Government/State Governments/Union Territories/ Public Sector Undertaking's/ Autonomous Organisations:-</p> <p>(a)(i) holding analogous posts on regular basis ; or (ii) with six years' of regular service in the post in the Pay Band of Rs. 5200-20200 Grade Pay Rs. 2800 (Pre-revised) or equivalent (b) possessing the educational qualifications and experience as mentioned below:</p> <p><u>Essential:</u></p> <p>(i) Bachelors Degree in Library or Library and Information Science of a recognised University/Institute; (ii) Two years' professional experience in a Library under Central/State Government/ Autonomous or Statutory organization/ Public Sector Undertakings/ University or recognised Research or Educational Institution</p> <p>Note: 1.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 three years. 2. The maximum age limit for appointment by deputation (including short term contract) shall be Not exceeding 56 years as on the closing date of receipt of applications.</p>
06	Lower Division Clerk PB - 1 Rs. 5200-20200 + GP Rs. 1900 (Pre-revised)	02	By Deputation	Officials of the Central Government / State Government holding analogous posts on regular basis

07	Staff Car Driver (Ordinary Grade) PB - 1 Rs. 5200- 20200 + GP Rs. 1900 (Pre-revised)	01	By Deputation or absorption	<p>Deputation or Absorption From amongst the regular Despatch Rider (Group 'C') and regular Group 'D' employees in the National Institute of Criminology and Forensic Science who possess valid driving licence for motor cars on the basis of a driving test to assess the competence to drive motor cars failing which from officials holding the post of Despatch Rider on regular basis or regular Group 'D' employees in other Ministries of the Central Government who fulfils the necessary qualifications as mentioned below:-</p> <p>Essential</p> <ol style="list-style-type: none"> (1) Possession of valid driving licence for motor cars. (2) Pass in the 8th Standard (3) Experience of driving a motor car for the last three years. <p>Desirable</p> <ol style="list-style-type: none"> (1) Knowledge of motor mechanism (The candidates should be able to remove minor defects in the motor vehicle). (2) Three years service as Home Guard or Civil Volunteers <p>For ex-service Transfer on deputation / re-employment Armed Forces Personnel due to retire or who are to be transferred to reserve within a period of one year and having the requisite experience and qualifications shall also be considered. Such persons would be given deputation terms upto the date on which they are due for release from the Armed Forces. Thereafter they may be continued on re-employment (re-employment will be upto the age of superannuation with reference to civil posts under Central Government).</p>
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08	Hostel Attendant PB - 1 Rs. 5200-20200 + GP Rs. 1800 (Pre-revised)	03	By Deputation (Including Short Term Contract)	Officials under the Central Government or State Government/ Union Territories/ Public Sector Undertakings: (a)(i) holding analogous posts in the grade on regular basis in the parent cadre/ department. Period of deputation: Ordinarily not exceeding three years.
09	Laboratory Assistant PB - 1 Rs. 5200-20200 + GP Rs. 2800 (Pre-revised)	01	By Deputation/ Absorption	Deputation/absorption Officers under the Central Government or State Governments or Universities or recognised Research Laboratories or Institutions holding analogous posts on regular basis or with at least 5 years' regular service in posts in the pay scale of Rs. 4000-6000 (Pre-revised) or with at least 8 years regular service in the pay scale of Rs. 3050-4590 (Pre-revised) or equivalent and possessing the following educational qualifications: Essential: B.Sc. Degree from a recognised University with Chemistry, Physics and Mathematics or Biology or equivalent. Desirable Laboratory experience.

Note: The candidates who are drawing higher pay may also apply but their pay will be regulated as per DoP&T OM No 16/4/2012-Pay.I dated 5/11/2012

2. The pay of the Officer selected from S.No 1 to 8 will be regulated in accordance with the Ministry of Personnel, Public Grievances and Pension (Department of Personnel & Training) O.M. No.6/8/2009-Estt.(Pay.II) dated 17.06.2010 as amended from time to time. The pay of the officer selected at S.No.9 will be regulated in accordance with the Ministry of Personnel, Public Grievances & Pension (Department of Personnel & Training) O.M. No 6/8/2009-Estt.(Pay.II) dated 17/06/2010, however, in lieu of Deputation Duty Allowance, Training Allowance @ 30% of basic pay(Pre-revised) as per parent department pay scales will be allowed as per DoP&T O.M. No 13024/2/90-Trg. dated 27/12/1993 and O.M. No 13024/1/2008-Trg.I dated 05/09/2008. He/She will not be allowed the option of drawing the pay of the post in lieu of training allowance. The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding 56 years as on the closing date of receipt of applications.

3. Officials who volunteer for the above posts will not be permitted to withdraw their names after selection. Recommendations of names, which are not accompanied by the requisite bio-data and CR dossiers, will not be considered.

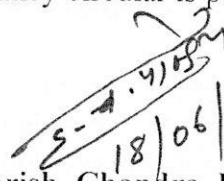
4. Applications of suitable officials, who are eligible and willing and who can be spared immediately on selection, may please be forwarded in Annexure-I, in duplicate, alongwith attested photo-copies of CR dossiers for the last five years, Vigilance Clearance alongwith Major/Minor penalties imposed during the last ten years to the Director, LNIN National Institute of Criminology and Forensic Science(MHA), Institutional Area, Outer Ring Road, Sector-3, Rohini, Delhi – 110 85 within 60 days from the publication of this advertisement in the 'Employment News'.

May also visit our website www.nicfs.gov.in.

Copy forwarded to:

1. All Ministries/Departments under the Government of India.
2. Chief Secretaries of all State Governments and Union Territories
3. All Directors of Central/State Forensic Science Laboratories
4. All Central Police Organisations.
5. Registrars of all Universities
6. All Semi Government Organisations
7. All Public Sector Undertakings
8. All recognised Research Organisations
9. The Editor (Advertisement), Employment News, 7th Floor, Soochana Bhawan, CGO Complex, Lodhi Road, New Delhi – 110 003 - for publication in the Employment News at the earliest possible. It is requested that above advertisement may please be displayed prominently in the Employment News, in order to attract maximum number of eligible candidates for appointment on deputation basis. Please also forward a copy of the Employment News in which this vacancy circular is published to the undersigned for record.

Encl: As above


18/06/2018
(Harish Chandra Pandey)
Administrative Officer

ANNEXURE-I**Bio-Data/Curriculum Vite Proforma**

1. Name and Address (in Block Letters)
2. Date of Birth (in Christian era)
3. (i) Date of entry into service
(ii) Date of retirement under Central/
State Government 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 as mentioned in the advertisement/ vacancy circular	Qualifications / experience possessed by the officer
Essential (A) Qualification (B) Experience Desirable (A) Qualification (B) Experience	Essential (A) Qualification (B) Experience Desirable (A) Qualification (B) Experience

6. Please state clearly whether in the light of
entries made by you above, you meet the
requisite Essential Qualifications and work
experience 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.
- 8.

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
personnel 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:-

Office/Institution	Pay, Pay Band and Grade Pay drawn under ACP/MACP Scheme	From	To

9. Nature of present employment i.e. Ad hoc or Temporary or Quasi-Permanent or Permanent
10. In case 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/ organisation to which the applicant belongs	(d)Name of the post and Pay of the post held in substantive capacity in the parent organisation

11. If any post held on Deputation in the past by The applicant, date of return from the last Deputation and other details
12. 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 organisation
 - (d) Government Undertaking
 - (e) Universities
 - (f) Others
13. Please state whether you are working in the Same Department and are in the feeder grade Or feeder to feeder grade
14. 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
15. (A) Total emoluments per month now drawn

Basic pay in the PB	Grade Pay	Total Emoluments

- 15 (B) In case the Applicant belongs to an Organisation which is not following the Central Government Pay scales, the latest salary slip issued by the Organisation showing the following details may be enclosed

Basic Pay with Scale of Pay and rate of increment	Dearness Pay/ interim relief/other Allowances, etc. (with break-up details)	Total Emoluments

16. A. 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.

16-B. Achievement

The candidates are requested to indicate information with regard to:

- (i) Research publications and reports and special projects.....
- (ii) Awards / Scholarships/ Official Appreciation
- (iii) Affiliation with the professional bodies/ institutions/ societies and
- (iv) Patents registered in own name or achieved for the organization
- (v) Any research / innovative measure involving official recognition
- (vi) Any other information

(Note- Enclose a separate sheet if the space is insufficient)

17. Please state whether you are applying for deputation (ISTC) / Absorption / Re-employment Basis. # (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 "ISTC"/ "Absorption"/ "Re-employment" are available only if the vacancy circular specially mentioned recruitment by "ISTC" 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 supported 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

Certification by the Employer/ Cadre Controlling Authority

The information/ details provided in the above application by the applicant are true and correct as per the facts available on records. He / she possesses educational qualifications and experience mentioned in the vacancy circular, if selected, he/she will be relieved immediately.

2. Also certified that –

- (i) There is no vigilance or disciplinary case pending/ contemplated against Shri/Smt. _____ \
- (ii) His / He integrity is certified.
- (iii) His / Her CR Dossier in original is enclosed/ photocopies of the ACRs for the last 5 years duly attested by as officer of the rank of Under Secretary of the Government of India or above are enclosed.
- (iv) No major/ minor penalty has been imposed on him/ her during the last 10 years or A list of major/minor penalties imposed on him/ her during the last 10 years is enclosed (as the case may be).

Countersigned
(Employer/Cadre Controlling Authority with Seal)

