No.1/157/2000/345
Government of India, Ministry of Home Affairs
Directorate of Census Operations, A & N Islands
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Port Blair - 744 102
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2011

Port Blair, dated the 07th November 2014

VACANCY CIRCULAR

In pursuance of ORGI letter No. 35018/4/2012 – Ad. IV dated 25.09.2013, it is proposed to fill up 1(one) post of UDC (Upper Divisional Clerk), 1(one) post of LDC(Lower Divisional Clerk), 3(Three) posts of Compiler and 2 (Two) posts of Assistant Compiler Group "C"(Non-Gazette Non- Ministerial on Deputation/Absorption basis in the office of the Directorate of Census Operations, A & N Islands for an initial period of one year from amongst the officials of Central / State Government Departments. The eligibility conditions for transfer on deputation basis are indicated against Annexure -I & Annexure -II.

The terms and conditions of the candidates selected for appointment on deputation will be governed as laid down in the Government of India, D.O.P.T's O.M.No. 6/8/2009- Estt. (Pay-II) dated 17.06.2010, as amended from time to time.

The period of deputation will be initially for a period of one year and likely to be continued further. The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other office/department of the Central Government shall ordinarily not to exceed three (3) years. The maximum age limit for appointment by deputation should not exceed 56 years as on the closing date of receipt of application.

The departmental officials in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly deputationists shall not be eligible for appointment by promotion.

Application of officials who are eligible and are willing to be considered for appointment by Deputation basis and can be relieved immediately after selection may be forwarded in the prescribed proforma as per Annexure-II along with their attested copies of ACR dossiers for the preceding five (5) years and vigilance clearance certificate so as to reach this Directorate of Census Operations, A & N Islands, Port Blair with in a period of 30 days from the date of issue of this circular.

The officials who volunteer for the above post on deputation will not be permitted to withdraw their names later. Incomplete applications and applications received after the prescribed date or without ACR dossiers/vigilance clearance will not be entertained.

(Ram Avtar)
Deputy Director of Census Operations
Controlling Officer

Copy to :

1. The Registrar General, India, 2/A Mansingh Road, New Delhi-110011.
2. All Directors of Census Operations/ Language Division, Kolkata,
3. The General Secretary, A& N Administration, Port Blair for information & with a request to circulates amongst all State Govt. Officers under your Control.
4. All Central Government Officers located in A& N Islands, Port Blair.
5. The PAO(Census) MHA, New Delhi
6. Notice Board.

3078/DPO/Pb 2-12-14 3/12/14

Deputy Director of Census Operations
Controlling Officer
उप निदेशक
Deputy Director
जनगणना कार्य निदेशालय
Directorate of Census Operations
अण्डमान तथा निकोबार द्वीप समूह, पोर्ट ब्लेयर
A&N Islands, Port Blair

ANNEXURE -I

Sl. No	Name of the Post Group -C	Pay Band	No. of posts proposed to be filled	Eligibility Conditions
1.	UDC	PB-1 Rs. 5200-20200 + Grade Pay 2400/-	01	A. Officials of Central /State Government (i) Holding analogous posts on regular basis under the Central Government; State Government or (ii) With 8 year's regular service in the post in the pre-revised pay scale of Rs. 3050 -75-4590, revised pay band -1 Rs. 5200-20200 + G. Pay Rs. 1900/- and possessing the following Educational qualification: Essential: B) Degree of a recognized University or equivalent
2.	LDC	PB-1 Rs. 5200-20200 + Grade Pay 1900/-	01	A. Officials of Central /State Government (a) Holding analogue posts on regular basis under the Central Government/ State Government or (b) With 3 year's regular service in the post pay band -1 Rs. 5200-20200 + G. Pay Rs. 1800/- and processing the following Educational qualification: Essential: (a) 12th Std pass certificate from any recognized Board/University or equivalent and (b) Skill test norms only on computers English typing @35 words per minute. Correspond to 10500 key Depression per Hour on an average of 5 key depressions for each word, or. (c) Hindi typing @30 words per minute Correspond to 9000 Key Depression per Hour on an average of 5 key depression for each word.
4.	Compiler	PB-1 Rs. 5200-20200 + Grade Pay 2400/-	03	A. Officials of Central /State Government. (i) Holding analogous posts on regular basis under the Central Government/ State Government or (ii) With 8 year's regular service in the post in the pre-revised pay scale of Rs. 3050 -75-4590, revised Pay Band -1 Rs. 5200-20200 + G. Pay Rs. 1900/- and processing the following Educational qualification: Essential: Degree with Economics/Statistics/Mathematics as a subject from recognized University.
5.	Assistant Compiler	PB-1 Rs. 5200-20200 + Grade Pay 1900/-	02	A. Officials of Central /State Government. (i) Holding analogous posts on regular basis under the Central Government/ State Government ; or (ii) With 3 year's regular service in the post in the Pay Band -1 Rs. 5200-20200 + G. Pay Rs. 1800/- and possessing the following Educational qualification: Essential: (B) 12th pass certificate from any recognized Board/University or equivalent and (i) Skill test norms only on computers(s) English typing @35 words per minute. (b) Hindi typing @30 words per minute correspond to 500 Key depressions per hour on an average of 5 key depressions for each word.

Annexure –II

APPLICATION FOR THE POST OF……

Sl.No	Particulars	
1.	Name & Address (in Block letters)	
2.	Date of Birth(Christian Era)	
3.	Date of retirement under Central/State Government rules	
4.	Educational Qualification	
Essential	Qualification/ Experience required as per publication/notification	Qualification/Experience possessed by the applicant
Desirable		
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.)	
6.	Please state clearly whether in the light of entries made by you above, you meet the requirement of the post.	
7.	Details of employment in chronological order	

Office/Institution	Post held	From	To	Scale of pay & existing basic pay	Nature of duties/Experience (in detail)

8.	Nature of present employment ,ie ad-hoc or temporary or permanent	
9.	In case the present employment is held on deputation/contract basic, 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(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	
11.	Please state whether you are working in the same Department and are in the feeder grade or feeder grade.	
12.	Pay Scale & Total emoluments per month drawn in the actual scale of pay attached to the post.	
13.	Additional information, if any, which you would like to mention 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 (iii) Work experience over and above prescribed in the circular /advertisement.	
14.	Whether belongs to SC/ST	

Note:

(i) Enclose a separate sheet, duly authenticated by your signature, if the space above is insufficient.

(ii) Incomplete application and the applications not received through proper channel and not supported with the attested copies of ACR and other certificates will not be entertained.

Signature of the Candidate----------

Name :----------

Post:----------

Certified that :

(i) No Vigilance case is either pending or contemplated against the Officer so recommended.
(ii) The integrity of the application is beyond any doubt.
(iii) This office has no objection in relieving the officer in case of his selection on deputation.
(iv) No minor/major penalties have been imposed upon the officer during the last ten (10) years.

Countersigned

(Employer/Head of Office/Controlling Officer