GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No.2019-Sec (E)/DP-1/21

New Delhi, dated 10.2019

Principal CSCs/RPF
All Indian Railways
Principal CSC/RPSF
Force Headquarters
No.6BN/RPSF/DBSI
Delhi-35

Sub: Filling up of one post of Assistant Director in Level-11 of Pay Matrix (pre-revised PB-3 Rs. 15600-39100 with the grade pay of Rs. 6600/-) in the Computer & Systems Divisions in the NCRB on deputation (including short term contract).


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National Crime Record Bureau (NCRB) invited nominations for one post of Assistant Director in Level-11 of Pay Matrix (pre-revised PB-3 Rs. 15600-39100 with the grade pay of Rs. 6600/-), Group ‘A’ Gazetted, Non- Ministerial in the Computer & Systems Divisions of NCRB. Ministry of Home Affairs on deputation basis including short term contract. The eligibility criteria (educational qualifications, experience, job requirement etc) and Bio-data proforma are enclosed with said letter as Annexure-I & II for needful reference. The candidate who apply for the post will not be allowed to withdraw their candidature subsequently.

Willingness of eligible officers with good track record may be forwarded to this office latest by 01.11.2019 along with their complete bio-data in prescribed Perforam as per Annexure-II duly countersigned by the Competent Authority, up to date APARs Dossiers of last five years duly attested on each page, Vigilance Clearance certificate, DAR Clearance certificate and Integrity certificate.

While forwarding the applications, it may be ensured that the officers have fulfilled the conditions of cooling-off period of 03 years in case he/she was on deputation recently. Applications received after due date or incomplete in any respect will not be considered.

If willingness of officers is not received by Railway, a nil report may be submitted to RB in this regard.

No direct/advance application will be entertained.

DA- as above.

(A.K. Agnihotri)
Director/RPF
Railway Board

Copy to:-
DIG/MAC/RB with request to upload in RPF website please.
1. Name of Post : Assistant Director
2. Number of Post : 01 (One)
4. Pay Band : Level 11 of the Pay Matrix (Pre-revised: PB-3 Rs.15600-39100/-)
5. Grade Pay : Rs.6600/- (Pre-revised)
6. Age-Limit : The maximum age-limit for appointment by deputation (including short term contract) shall not exceed 56 years as on the closing date of a receipt of applications.
7. Eligibility Conditions for appointment on deputation basis : Officers under the Central Government or State Governments or Union territories or Universities or Recognised Research Institutes or Public Sector Undertakings or Semi-Government or Statutory or Autonomous Organisations:

(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 Pay Band-3, Rs.15600-39100 plus Grade Pay of Rs. 5400/- (pre-revised) or equivalent in the parent cadre or department; and

(b) Possessing the following educational qualifications and experience

Essential:

(C) (i) Master's Degree in Computer Applications or Computer Science or M.Tech (with specialisation in Computer Applications) or BE / B.Tech in Information Technology or Computer Engineering or Computer Science or Computer Technology from a recognised University or Institute;

(ii) Eight years’ experience of electronic data processing or computer oriented optimization information or Statistical System, out of which at least four years’ experience should be in actual Computer Programming and System Design or Design, Development or Organising Computerised Information Storage and retrieval System.
OR

(D) (i) BE / B.Tech in Electronics or Electronics and Communication Engineering from a recognised University or Institute;

(ii) Ten years’ experience of electronic data processing or computer oriented optimization information or Statistical System, out of which at least five years’ experience should be in actual Computer Programming and System Design or Development or Organising Computerised Information Storage and retrieval System.

OR

(C) (i) Bachelor’s Degree in Computer Applications or Computer Science or Information Technology from a recognised University or Institute;

(ii) Ten years’ experience of electronic data processing or computer oriented optimisation information or Statistical System, out of which at least six years’ experience should be in actual Computer Programming and System Design or Development or Organising Computerised Information Storage and retrieval System.

Note 1: For the purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to the 1st January, 2006/ the date from which the revised pay structure based on the 6th Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay/ pay scale extended based on the recommendations of the Commission, except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay/ pay scale, and where this benefit will extend only for the posts for which that grade pay/pay scale is the normal replacement grade without any upgradation.

Note 2: 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, deputationists shall not be eligible for consideration for appointment by promotion. [Period of deputation (including short-term contract) including period of deputation]

9. Terms of deputation : The pay of officers selected on deputation basis will be regularised in accordance with the relevant provisions of DOPT's O.M.No.6/8/2009-Estt. (Pay-II) dated 17.06.2010, as amended from time to time.

10. Duties and Responsibilities attached to the post : 
   - Leadership position with independent responsibility for Promotion, Planning, Design, Development and implementation of Crime Criminal application and other decision support systems
   - Designing training modules for various levels of officials/officers and conducting of Workshop on Crime Criminal application of senior officers
   - Providing assistance and support to State nodal officers in implementation of Crime Criminal application
   - Undertaking field visits for research and technical study and evaluation and attending State Committees’ meetings for successful implementation of Crime Criminal application
   - Assistance in administration of Data Centre and Network-assistance
   - Association in ensuring standards for Software development
   - Leadership position in procurement of Hardware and Software and their up keep
   - Management of System Analysis and Software Development of Crime Criminal applications software
   - Managing Information Systems
   - Procurement, maintenance and upkeep of hardware & software including network maintenance

11. In the event of selection, the candidates will not be allowed to withdraw their candidature subsequently.
BIO-DATA PROFORMA

1. Name and address (in Block letters)

2. Date of Birth (in Christian era)

3. 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 those prescribed in the rules, state the authority for the same)

<table>
<thead>
<tr>
<th>Qualifications/ Experience required</th>
<th>Qualification/Experience possessed by the Officer</th>
</tr>
</thead>
</table>

Essential:

6. Please state clearly whether in the light of entries made above, you meet the requirement 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)

<table>
<thead>
<tr>
<th>Office/Instt./Orgn.</th>
<th>Post held</th>
<th>From</th>
<th>To</th>
<th>Scale of pay and Classification (Group) of post</th>
<th>Whether held on regular / Ad-hoc basis</th>
<th>Nature of duties</th>
</tr>
</thead>
</table>
8. Nature of present employment and since holding i.e.
   (i) Ad-hoc Basis
   (ii) Regular / on temporary basis

9. (i) Pay in the Pay Band of the post held on substantive basis
    (ii) Grade Pay drawn

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 you belong

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 or Union Territory
    
    (c) Semi-Government or Statutory or Autonomous Organisations
    
    (d) Public Sector Undertaking
    
    (e) Universities or Recognised Research Institutes
    
    (f) Others (please specify)
12. 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.

13. Whether belong to SC/ST/OBC

14. Remarks

I have carefully gone through the vacancy circular/advertisement and certify that I have not concealed or misrepresented any information and I am well aware that the Bio-data supported by documents submitted by me will be assessed by the Selection Committee at the time of selection for the post.

Signature of the Candidate

Date: ____________________

Address ____________________

Countersigned

____________________________

(Employer with seal)
Certificate to be furnished by the employer/Head of Office/Forwarding Authority:-

1. Certified that the particulars furnished by Shri/Smt/Kumari __________________________ are correct and he/she possesses educational qualifications and experience mentioned in Annexure-II above.

Also certified that:-

(i) There is no vigilance case pending/contemplated against him/her.
(ii) His/her complete CR dossier/APARs for the last 5 years duly attested (on each page) by an officer not below the rank of Under Secretary to the Government of India or equivalent are enclosed.
(iii) His/her Integrity is beyond doubt.
(iv) No major/minor penalties has been imposed on him/her during the last 10 years/list of major/minor penalties imposed on him/her during the last 10 years is enclosed.
(v) The Cadre Clearance from the Cadre Controlling Authority is also enclosed.

[Strike out which is not applicable]

Signature

Name & Designation of the parent office
(with seal)

Dated: ______________

Place: ______________