

VACANCY CIRCULAR



No A/91359/S-6/CAO/R-1

GOVERNMENT OF INDIA
Ministry of Defence
Office of Joint Secretary & Chief Administrative Officer

E-Block, Dara Shukoh Road
New Delhi - 110 011

Dated : 27-3-2019

To

All the Ministries/Depts of Govt. of India
All the Chief Secretaries of State Govts. and Union Territories

Sub : FILLING UP OF 01 VACANCY (ANTICIPATED FROM 01-11-2019) IN THE GRADE OF 'SENIOR PROGRAMMER' IN THE INTEGRATED HEADQUARTERS OF MINISTRY OF DEFENCE (AIR) BY COMPOSITE METHOD [DEPUTATION (INCLUDING SHORT TERM CONTRACT) PLUS PROMOTION]

Sir/Madam,

I am directed to say that 01 vacancy (anticipated from 01-11-2019) in the grade of 'Senior Programmer' (General Central Service, Group 'A', Gazetted, Non-Ministerial) in Level -11 in the Pay Matrix, is required to be filled in the Integrated Headquarters of Ministry of Defence(Air), Ministry of Defence by Composite Method [Deputation (including short term contract) plus promotion] on the following conditions: -

Composite method [Deputation (including short term contract) plus Promotion]:

Officers of the Central Government or State Government or Union Territory Administration or Public Sector Undertakings or Semi Government or Statutory or Autonomous Organisations:

(a) (i) holding analogous posts on regular basis ; or

(ii) with five years in Level-10 in the Pay Matrix rendered after appointment thereto on regular basis ; and

(b) possessing the following educational qualification and experience :-

(i) Master's degree in Computer Applications or Computer Science or Master of Technology (with Specialisation in Computer Application) or Bachelor of Engineering or Bachelor of Technology in Computer Engineering or Computer Science or Computer Technology of a recognised University or Institution.

(ii) Five years' experience of electronic data processing work out of which at least two years experience should be in actual programming.

OR

(b)(i) Degree in Computer Application or Computer Science or Degree in Electronics or Electronics and Communication Engineering from a recognised University or Institution.

(ii) Seven years' experience of electronic data processing work out of which at least three years experience should be in actual programming.

OR

(c) (i) Master's Degree of a recognised University or Institution or Degree in Engineering of a recognised University or Institution.

(ii) Eight years' experience of electronic data processing work out of which at least four years' experience should be in actual computer programming.

OR

(d) (i) 'A' level diploma under Department of Electronics and Accreditation of Computer Classes programme or Post Graduate Diploma in Computer Application offered under University Programme or Post-Polytechnic Diploma in Computer Applications awarded by All India or State Council of Technical Education.

(ii) Eight years' experience of electronic data processing work out of which at least four years experience should be in actual programming.

2. **Job Profile :** To ensure efficient and smooth running of the system. Upto date maintenance of computer files. Timely receipt of transaction data from units and updation of computer files. Build up of Master Data and its maintenance. Induction of new ranges in the system. Production of special reports for various levels containing need based information.

3. The departmental Programmer in Level 10 in the Pay Matrix with five years' regular service in the grade will also be considered along with outsiders and in case he or she is selected for appointment to the post, the same shall be deemed to have been filled by promotion.

4. The Period of deputation (including short term contract) including period of Deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government, shall ordinarily not to exceed four years. 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. The appointment on deputation shall be governed by DOP&T OM No. 6/8/2009-Estt. (Pay-II) dated 17 Jun 2010 and its subsequent amendments, if any.

5. For the purpose of appointment on deputation (including short term contract) basis, the service rendered on a regular basis by an officer prior to 01st January 2006 (the date from which the revised pay structure based on the 6th 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 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.


6. It is requested that the applications (in duplicate) in the enclosed proforma along with the complete and up-to-date CR dossiers or photocopies of ACRs/APARs (duly attested by an officer not below the rank of Under Secretary) and Integrity Certificate (duly verified by an officer not below the rank of Deputy Secretary) of the officers who could be spared in the event of their selection may be sent so as to reach to the undersigned within 60 days of the date of publication of this advertisement in the Employment News. **Applications received late or without the ACRs/APARs, Integrity Certificate, Cadre Clearance and Vigilance Clearance or otherwise found incomplete will not be considered.** While forwarding the applications, it may be verified and certified by the Cadre Controlling Authority that the particulars furnished by the officer are correct and that no disciplinary/vigilance case is pending or contemplated against the officer. It must also be certified that honesty and integrity of the officer is satisfactory and no major/minor penalty has been awarded to him during the last 10 years.

7. All Ministries/Departments are requested to circulate this vacancy circular to all Organisations, Public Sector Undertakings, Semi-Government or Statutory or Autonomous Organisations under their administrative control.

8. The Curriculum Vitae proforma can be downloaded from our website www.caomod.gov.in

NOTE : CANDIDATES WHO ONCE APPLY FOR THE POST WILL NOT BE ALLOWED TO WITHDRAW THEIR CANDIDATURE.

Yours faithfully


(ZS Koireng)
Deputy Director
CAO/R-1 & 3
For JS & CAO

Copy to :-

All Coord Sections of Integrated HQ of MoD(Army)

Air HQ/PC-1

Integrated HQ of MoD (Navy)/Dte.of Admin

All Coord Section of IS Organs.

All Sections in the Office of JS & CAO

Kendriya Sainik Board

JCB, DRDO, Metcalfe House, MG Road, Delhi-110054

CAO/P-2 : for information.

CAO/EDP Cell : for uploading on the website of O/o JS & CAO.