

Government of NCT of Delhi
Department of Urban Development
10th Level C-Wing, Delhi Secretariat
I.P. Estate, New Delhi – 110002
Website: www.udd.delhi.gov.in

ADVERTISEMENT

Applications are invited by the Delhi Urban Shelter Improvement Board (DUSIB), Govt. of NCT of Delhi to fill-up the post of Member (Engineering) and Member(Finance) in Level-14 of Pay Matrix of Rs. 1,44,200- 2,18,200 under 7th Central Pay Commission (Rs. 37,400-67,000 with a grade pay of Rs. 10,000/- (Pre-revised) by nomination from the employees of Central Government/State Government/Union Territory/Public Sector Undertakings/Autonomous Organizations initially for a period of three years.

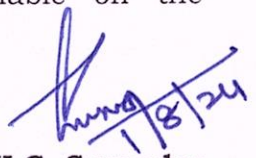
As per section 3(4) (ix) and (x) of the DUSIB Act, 2010, the eligibility conditions for the post are as under-

- a) **“A Member (Engineering) to be nominated by Government, who shall be an engineer, carrying a scale of pay which is not less than that of a Joint Secretary to the Government of India, having specialised knowledge and experience in the matters relating to Engineering.”**
- b) **“A Member (Finance) to be nominated by Government, carrying a scale of pay which is not less than that of a Joint Secretary to the Government of India, having specialised knowledge and practical experience of accounting and financial matters.”**

Serving officers including officers of DUSIB with the eligibility conditions prescribed above are requested **to apply through proper channel within 30 days from the date of publication of the advertisement to the Deputy Secretary (BSUP), UD Department, Govt. of NCT of Delhi, 9th Level, Delhi Secretariat, IP Estate, New Delhi 110002.** The applications must be accompanied with vigilance clearance, integrity certificate, attested copies of ACRs for the last five years and penalties, if imposed in last 10 years.

Separate applications should be submitted by the candidates for the post of Member (Engineering) and Member (Finance).

The application format and other information are available on the website **www.udd.delhi.gov.in**.


K.C. Surender
Special Secretary (UD)

FORMAT OF APPLICATION

1. Advertisement dated _____
2. Post Applied for **Member (Engineering) / Member (Finance)**
3. Name in full (BLOCK letters) _____
4. Father's/Spouse Name _____
5. (a) Date of Birth (dd/mm/yy) _____
(b) Age on closing date _____
6. Category (General/SC/ST/OBC) _____
7. Educational Qualification (In chronological order from Matriculation onwards)

S. No.	Name of Course/ Exams Passed	University/ Institution/ Board	Duration of Course	Year of Passing	Subjects Offered	Subject of specialization	Div./ Class & % of Marks

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

8. Service Record: (Details in chronological order, starting with the first job to current employment status).

S.No.	Name & Address of Employer	Post/ Designation	Please specify whether the post was held on adhoc/ regular/ permanent	Period (from - to)	Total period of each employment in years, months & days for the said post/ designation	Scale of pay and grade pay	Nature of duties

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

9. Total Experience, in years _____
10. Computer skills _____
11. Course/Certification _____

12 (i) Address for correspondence:
(in BLOCK letters)

Pin Code _____

(ii) Office Address
(in BLOCK letters)

Pin Code _____

(iii) Telephone No.
Office Telephone No.
Residence Phone No.
Mobile No.
E-mail ID

13. Permanent Address:
(in BLOCK letters)

Pin Code _____

14. Any other information you may wish to add (like list of publication, Membership earned of societies, awards and recognition, etc. (in brief):

15. Vigilance Status

		Yes	No
(a)	Are you currently under suspension		
(b)	A charge sheet is issued and the disciplinary proceeding is pending against you		
(c)	Prosecution for criminal charge is pending against you		
(d)	Details of penalties imposed in last 10 years, if any		

16. Details of Enclosures:

1. _____ 3. _____ 5. _____
2. _____ 4. _____ 6. _____

17. **DECLARATION:-**

I _____ certify that the foregoing information is correct and complete to the best of my belief and nothing has been concealed/distorted. If at any time I am found to have concealed/distorted any material information, my appointment shall be liable to be summarily terminated without notice/compensation.

Place:

Date:

Signature of the candidate

Note:-

1. Envelope containing application should be super-scribed with "**APPLICATION FOR THE POST OF**".
2. The pay of the officials selected will be regulated with DoPT Order No. 6/8/2009-Estt (Pay II). New Delhi dated 17 June, 2010 (amended from time to time).
3. In addition to pay, DA/ HRA and other allowance are payable as admissible to the employees of the Corporation. The officer nominated would be termed on deputation and the deputed will be governed by standard terms and conditions of deputation as applicable from time to time.
4. Mere fulfilment of educational qualifications and experience does not entitle a candidate to be called for interview. The Screening Committee will adopt its own criteria for holding the interview.
5. For the above post interested candidates presently serving in Central Govt./ State Government/Public Sector Undertakings/Autonomous Bodies etc., and keen to serve on deputation may apply so that their application reaches us within prescribed time limit in the enclosed proforma (Annex.-A) along with, two passport size photographs, attested photo copies of educational certificates, experience, NOC and ACRs of the last five years, vigilance status, penalties imposed during last 10 years etc. The candidate should bring the testimonials in original of all the qualifications and experience in the relevant area over and above the minimum prescribed qualification, at the time of interview, if any.
6. It shall be necessary to furnish "No Objection Certificate"/waiver of cooling off, as the case may be, from the parent department/present employer at the time of interview.
7. No TA/DA shall be paid to the short-listed candidate for attending interview, if any.
8. Completed applications should be sent to the **Deputy Secretary (BSUP), Urban Development Department, Govt. of NCT of Delhi, 9th Level, Delhi Secretariat, I.P. Estate, New Delhi - 110002**. Application received after the closing date is liable to be rejected.

CERTIFICATE

(TO BE FORWARDED BY THE HEAD OF ORGANIZATION)

(Applicable for candidates already working in Central Govt./State Govt./Public
Sector Undertakings/Autonomous Institutions)

- (i). Certified that the particulars have been verified and found to be correct. It is also certified that no disciplinary/vigilance proceedings are either pending or contemplated against the officer. Integrity of the officer is also certified.
- (ii). Details of penalties, if any, imposed upon him/her during last 10 years:
- (iii). The application of Mr./Ms./Mrs. _____ is recommended. In case of his/her selection, the Department/organization will relieve him/her.
- (iv). Copies of ACRs/APARs for the last five years are also enclosed.

Place:

Date:

Signature of Head of the
Organization/Office with office seal.