

**SECRETARIAT OF THE
ELECTION COMMISSION OF INDIA**

Nirvachan Sadan,
Ashoka Road,
New Delhi-110001.

No. 193/3/2017(Dep)(Doc)/CIR/ECI/FUNC/ADMN

Dated: 16.10.2017

CIRCULAR

Sub: Filling up of one (01) post of Director (Electoral Roll) in the Level 13 [Rs.1, 23,100-2, 15, 900] of the Pay Matrix in the Secretariat of the Election Commission of India on deputation basis.

It is proposed to fill up one post of Director (Electoral Roll) in the Election Commission of India in the Level 13 [Rs.1, 23,100-2, 15,900] of the Pay Matrix on deputation basis through bi-lateral deputation. Officers of Chief Electoral Officer (CEO)/District Electoral Officer(DEO) offices and officers of Centre/State Govt.with following qualifications/eligibility may apply for the deputation.

Essential

- (i) Holding analogous posts on regular basis; or
- (ii) Having 5 years of regular service in Level 12 [Rs. 78,800-2,09,200]of the Pay Matrix [PB-3. 15600-39100 with G. P. Rs. 7600/- (pre-revised scale)], with at least 3 years working experience in CEO/DEO office.

Desirable

- (i) Possessing MCA or BE/B. Tech Degree in Computer Science from a recognized University or equivalent.

2. The applications in the enclosed proforma (Annexure-I) along with following documents may be forwarded to the Principal Secretary (Admn.), Election Commission of India, Nirvachan Sadan, Ashoka Road, New Delhi-110001 on or before **30.11.2017**, strictly through proper channel. Applications received after the last date, not received through proper channel or otherwise found incomplete will not be considered.

- (i) Attested copies of the APAR/ACR of the officer concerned for the last 03 (three) years

- (ii) Vigilance clearance and Integrity Certificate.

- (iii) Statement of Penalties imposed, if any, during the last ten years.



21.10.17

JCEO

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to be put on web site

ACW

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25/10/17

3. The pay and terms of deputation of the Officer selected on bi-lateral deputation will be regulated under the provisions contained in the Deptt. Of Personnel and Training O.M. No.6/8/2009-Estt. (Pay-II) dated 17.06.2010 as amended from time to time or as per the DoPT guidelines applicable for the particular services applicable at the time.

4. The officers applying for the post will not be allowed to withdraw their candidature subsequently.

5. The Commission reserves the right to withdraw the circular/cancel the appointment process at any time without assigning any reason.



(B. C. PATRA)
SECRETARY
Tel: 23052079

To:

- (i) All Ministries/Departments of Centre/State Govt. with the request to circulate among subordinate offices/PSUs under them.
- (ii) All CEO offices with the request to circulate among DEO offices.