

Directorate General
Central Industrial Security Force
(Ministry of Home Affairs)

Block No. 13, CGOs Complex,
Lodhi Road, New Delhi-03.

Dated: 03 August, 2023

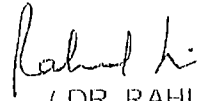
To

1. All Ministries/Departments of Government of India
2. The Heads of all CAPFs

Subject:- Filling up of 01 vacancy of Private Secretary in Central Industrial Security Force, on deputation basis: Regarding

The undersigned is directed to state that 01 (One) vacancy in the rank of Private Secretary, General Central Services, Group-B, (Gazetted, Ministerial) in Central Industrial Security Force, in the pay Level-7 in the pay matrix (Rs. 44900-142400/-), is proposed to be filled by deputation under deputation quota for a period of 03 years. The selected candidates is liable to be posted in New Delhi, Mumbai, Ranchi & Guwahati.

2. Eligibility conditions for the post are mentioned in ANNEXURE-I.
3. The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of applications.
4. The pay of the officer selected for appointment on deputation and other conditions will be governed by the Govt. of India orders issued in this regard from time to time and also in accordance with the CISF Rules.
5. It is requested that the application (in triplicate) in the prescribed proforma in ANNEXURE-II in respect of suitable, eligible and willing officers who can be spared immediately, if selected, may be sent to DIG/Pers, Directorate General, Central Industrial Security Force, Block No. 13, CGO Complex, Lodhi Road, New Delhi-03, so as to reach within 60 days from the date of issue of this letter or publication of advertisement in the Employment News, whichever is later, together with up-to-date APAR dossiers and vigilance clearance. It may please be noted that application received after the closing date or without the required documents or found to be incomplete in any other respect will not be considered and any back reference made in this regard will not be entertained. Since the appointment is to be made urgently, it is requested that the closing date for receipt of applications mentioned above may please be adhered to, strictly.



(DR. RAHUL JAIN)
DEPUTY INSPECTOR GENERAL (PERS)

Encl :- As above.

Copy to:-

1. DS (Pers-I), MHA, New Delhi.
2. ADsG(North/APS/South), CISF
3. All Sector IsG, CISF

NOO

1. AIG/Tech. CISF HQ. New Delhi-The Advertisement be placed on CISF website.

CURRICULAM VITAE PROFORMA

S.N	PARTICULARS	DETAILS	
1	Name and Address in Block letters		
2	Date of Birth(in Christian era)		
3	Date of retirement under Central Govt. 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 the one prescribed in the Rules, state the authority for the same.		
	Essential	Qualification Experience Required	Qualification Experience possessed by the officer
		1	
		2	
		3.....	
	Desired	Qualification Experience Required	Qualification Experience possessed by the officer
		1	
		2	
		3.....	
6	Please state clearly whether in the light of entries made by you above, you meet the requirements 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.		
	Office/Instt/Org.	Post held	From To Scale of pay and basic pay Nature of duties (IN DETAIL)
8	Nature of present employment i.e. Ad-hoc or temporary or quasi permanent or permanent		
9	In case the present employment is held on a) The date of initial deputation/contract basis, please state:-		appointment
			b) Period of appointment on Deputation/Contract.
			c) Name of the parent office/Organization to which you belong.

SIGNATURE OF THE CANDIDATE

Address _____

Date _____

Place _____

Particulars mentioned above have been verified from the records and found correct. It is certified that no disciplinary proceedings, vigilance enquiry, is either pending or contemplated against the officer and that his integrity is certified. The aforesaid officer will be relieved to join CISF in the event of his selection.

COUNTERSIGNED

SIGNATURE OF COMPETENT AUTHORITY
(WITH OFFICE SEAL)