



(25)

Delhi Jal Board
Govt. of N.C.T. of Delhi
Office of the Asst. Commissioner (D)
Varunalya Phase-II
Karol Bagh, New Delhi-05

No.F.73(3)/DJB/AC(D)/Syst.Admn./2015

Dated:01-09-2015

CIRCULAR

SUBJECT : FILLING UP THE POST OF SYSTEM ADMINISTRATOR ON DEPUTATION BASIS IN DELHI JAL BOARD.

Applications are invited for filling up one post of System Administrator in the pay band of in the Pay Band-4 of ₹ 37400-67000 with Grade Pay of ₹ 8700/- plus other usual allowances as admissible under the rules in Delhi Jal Board by deputation including short-term contract. Officers of Central/State Govts./UTs/Universities recognized research institutions/ Public Sector Undertakings/ Semi-Government or autonomous or statutory organization; are eligible to apply for the post.The eligibility for the post is as under:-

- (i) holding analogous post on regular basis in the present cadre/department OR
- (ii) With 5 years regular service in the grade rendered after appointment thereto on a regular basis in the pay of PB-3 ₹ 15600-39100 with Grade Pay of Rs. 7600/- or equivalent in the parent cadre/ department; OR
- (iii) With 10 years service in grade rendered after appointment thereto on a regular basis in PB-3 Rs. 15600-39100 with Grade Pay of Rs. 6600/- or equivalent in the parent cadre cadre/department; and possessing the following educational qualifications and experience:-
 - (I) Master's Degree in Computer applications/ Computer Science (with specialization in computer application) or Bachelors Degree in Engineering or Bachelors Degree in Technology in Computer Engineering/ Computer Science/ Computer technology of a recognized University/ Institute.

OR

Pass in associate member examination of a Institution of Engineers (India) in the above disciplines of engineering/ technology

- (II) Ten year's experience in actual computer programming and system design Electronic data processing/ computer oriented optimization/ information or statistical system.

(Period of deputation including period of deputation (ISTC) in another Ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Govt. shall ordinarily not to exceed five years as on the closing date of receipt of applications.)

Continued on next page.....

Continued from pre-page

It is therefore, requested to circulate this vacancy amongst your employees and to forward the applications of suitable and willing officers through proper channel alongwith their complete bio-data, integrity certificate and ACR Dossier for the last five years by 31-10-2015. The applications received thereafter will not be entertained. The detail of the post is also available on our website i.e. www.delhijalboard.nic.in.

U-1
01.09.15

(U.B. TRIPATHI)

DIRECTOR (ADMN. & PERSONNEL)

1. All Secretaries of Govt. of India
2. All Chief Secretaries, States/UTs.
3. All Director General of Police, States/ UTs
4. The Controller General of Defence Accounts, West Block-V, R.K. Puram, New Delhi.
5. The Assistant Comptroller and Auditor General, Office of the Comptroller and Auditor General of India, 10, Bahadurshah Zafar Marg, New Delhi.
6. The Controller General of Accounts, Ministry of Finance, 7th Floor, Lok Nayak Bhawan, Khan Market, New Delhi.
7. The Controller General of Accounts, Posts & Telegraphs Department, Patel Chowk, New Delhi.
8. Director (Lock Bodies), 9th Level, A-Wing, Delhi Secretariat, I.P. Estate, New Delhi.
9. The Special Secretary (Services), GNCTD, I.P. Estate, New Delhi-110002.
10. The Chief Executive Officer, Delhi Cantonment Board, Delhi Cantt – 110010.
11. The Registrar, Delhi High Court, New Delhi.
12. The District Judges, Tis Hazari Courts, Delhi
13. The Chairman, CBDT, Ministry of Finance, North Block, New Delhi.
14. The Chairman, DDA, Vikas Sadan, INA, New Delhi.
15. The Director General (Works), CPWD, Nirman Bhawan, New Delhi-110011.
16. Consultant (PR) with the direction to advertise the vacancy in the leading news papers in the format being sent separately.
17. EE(EDP) alongwith an application format with the direction to upload the copy of circular and application format on the DJB website immediately.

U-1
01.09.15

DIRECTOR (ADMN. & PERSONNEL)

TO BE FILLED BY THE CADRE CONTROLLING AUTHORITY.

1.	Name of the reporting officer with Date of Birth, Phone number	
2.	Service	
3.	Cadre	
4.	Whether any disciplinary proceedings have been initiated against the officer during his career, so far. If yes, details thereof.	
5.	Whether any complaint including that of corruption against the officer which in the view of the Government may have a direct bearing/ relevance on the vigilance status/ Integrity of the officer as on date, is pending against the officer. If so, details thereof.	
6.	Whether any preliminary inquiry or any other vigilance related matter is pending against the officer. If so, full facts of the pending matter.	
7.	Whether any criminal proceedings were registered against the officer during his career so far. If so, the details/ Present status and the final outcome thereof.	
8.	Whether the name of the officer of doubtful Integrity. If yes, details be given.	
9.	Whether the officer has ever been debarred from deputation, if yes details thereof	
10.	ACR details of the last five years:	

SIGNATURE AND
OFFICE STAMP OF
THE REPORTING
OFFICER

APPLICATION FOR THE POST OF SYSTEM ADMINISTRATOR IN DELHI JAL BOARD

PERSONAL DATA (TO BE FILLED BY CANDIDATE)

1.	FULL NAME (in capital letters)				
2.	Gender				
3.	Date of Birth				
4.	Present Address				
5.	Category (SC/ST/Gen)				
6.	Detail of Present post with pay scale and basic pay				
7.	Name/address/phone number of the parent department				
8.	If on deputation, date of expiry of Central Deputation tenure.				
9.	Educational qualifications				
	Qualification(s)	subject	year	Division	Institution/University/ place/ country
A.					
B.					
C.					
D.					
10.	Training details, if any (more than 30 days only)				
	Name of training	Institute/Country		Training related to specialization in subjects	Period
(i)					
(ii)					
11.	Experience details (Complete Service profile)				
	Type of posting	Level/Scale	Pay	Designation	Ministry department & office & place/ Field of experience acquired during the posting
a)					
b)					
c)					
12.	Experience details in computer application				

The above information furnished by me is correct.

Signature
 Telephone (office) :
 Telephone (Residence) :
 Telephone (Mobile) :