

MOST IMMEDIATE

**No. A-12018/8/2010-Admn.
Government of India
Bureau of Civil Aviation Security
'A' Wing, I-III Floor, Janpath Bhavan,
Janpath, New Delhi.**

Dated : 18 /07/ 2012

Subject : Filling up of Three posts of Constables in the Bureau of Civil Aviation Security on deputation basis.

Four posts of Constable (General Central Service Group 'C' Non-Gazetted- Non-Ministerial) in the Pay Band-1 (Rs. 5,200-20200/-) with Grade Pay of Rs.1900/-, plus Spl. Pay of Rs 120/- p.m. are to be filled up on deputation basis in the Bureau of Civil Aviation Security. The selected officer can be posted at HQ or any of the Regional Offices of this Bureau located at New Delhi/Mumbai/Kolkata/Chennai/Amritsar/Ahmedabad/Hyderabad/Chennai and. The post is to be filled up from the officials of the Central/State /Union Territory/ Police Organisations holding analogous posts on regular basis in the parent cadre/ department and having passed 10+2 or equivalent qualification from a recognized Board or University.

2. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of the receipt of applications.

3. The selected officer will be governed by the terms and conditions of deputation laid down in the Ministry of Personnel, Public Grievances & Pensions (Deptt. Of Personnel and Training) O.M. No. 6/8/2009-Estt. (Pay-II) dated 17.06.2010 as amended from time to time.

4. Bio-data of suitable Officials who are clear from vigilance angle may please be sent in the enclosed proforma, in duplicate, along with the following documents within six weeks.

- i) Vigilance Clearance Certificate
- ii) Integrity Certificate
- iii) List of penalties (Major/Minor) imposed, if any during the last ten years.
- iv) ACRs dossier or ACRs for the last five years (It may kindly be noted that the **Photostat copies of ACRs should be attested by an Officer not below the rank of Under Secretary or equivalent on each page**)

(Incomplete applications will not be entertained)

5. Candidates who apply for the post will not be allowed to withdraw their candidatures subsequently.

Yours faithfully,

(Shailesh Kumar)

Dy. Director (Pers.)

Encl : As above.

BIODATA PROFORMA

Post Applied for:

1. Name (in block letters)
2. Permanent Address
3. Date of Birth (in Christian Era)
4. Date of retirement under Central/State Government
5. Educational Qualifications
6. 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)

| | Qualification/experience required | Qualification/experience possessed by the officer |
|-----------|-----------------------------------|---|
| Essential | | |
| Desired | | |

7. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post.
8. Details of Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

| Office/Instt/Organisation | Post | From | To | Scale of pay and basic pay | Nature of duties. |
|---------------------------|------|------|----|----------------------------|-------------------|
| | | | | | |

9. Nature of present employment i.e. adhoc
or temporary or quasi permanent or
permanent.
10. In case the present employment is held on deputation/contract basis please state:

- i. The date of initial appointment
- ii. Period of appointment on deputation/contract
- iii. Name and address of the parent office/organization to which you belong

11. Additional details about present employment please state whether working under:-

b) Central Govt. b) State Govt. c) Union Territory d) Central Police Organisation

c)

12. Are you in the Revised scale of pay?

If yes, give the date from which the

revision took place and also

indicate the pre-revised scale.

13. Basic Pay and total emoluments per month now drawn.

14. Additional information, if any, which you would like to mention in support of your suitability

for the post, enclose a separate sheet, if the space is insufficient.

15. Whether belongs to SC/ST

16. Choice of Place of Posting (indicate 3 preferences)

17. Remarks.

Signature of the applicant

Address: _____

CERTIFICATE TO BE GIVEN BY HEAD OF OFFICE OF THE APPLICANT

1. It is certified that the particulars furnished by the officer are correct.
2. It is certified that no disciplinary/vigilance case is pending or contemplated against the applicant and he is clear from the vigilance angle.
3. His integrity is certified.
4. It is certified that no major or minor penalties have been imposed on the officer during the last 10 years.

(Head of Office)

VIGILANCE/ INTEGRITY CERTIFICATE

*It is certified that no Vigilance enquiry is pending contemplated against Shri/Smt. _____ His/ Her integrity is beyond doubt.

Signature -----

(with office seal)

Designation -----

Dated:-

CERTIFICATE (LIST OF PENALTIES

IMPOSED DURING THE LAST 10 YEARS)

*It is certified that no penalty (Major or Minor) has been imposed during the last ten years on Sh./Smt. _____.

* The following major/minor penalties have been imposed on Shri/Smt. _____ during the last 10 years:-

Signature -----

Designation -----

(with office seal)

Dated:-

* Strike off whichever not applicable.