

No. A-12026/1/2015-NA
Cabinet Secretariat
National Authority Chemical Weapons convention

Subject: Filling up the technical posts in National Authority Chemical Weapons Convention (NACWC), Cabinet Secretariat.

The National Authority, Chemical Weapons Convention in the Cabinet Secretariat invites applications for the following posts;

	Name of Post	Pay Scale	No of post vacant
1.	Joint Director	General Central Services Group Á, Gazetted, Non-Ministerial, Pay Band Rs. 15600-39100, Grade Pay Rs.7600/- (Revised)	1 (one)
2.	Deputy Director	General Central Services Group Á, Gazetted, Non-Ministerial, Pay Band Rs. 15600-39100, Grade Pay Rs.6600/- (Revised)	1 (one)
Note :	Allowances likes DA, HRA, CCA, etc for the above posts will be admissible as per rules and orders of the Government of India as amended from time to time. The period and terms of deputation, pay admissible, etc will be governed by the Recruitment Rules for the above posts and instructions issued by the nodal ministries of Government of India as amended from time to time.		

2. The details of post i.e. scale of pay and allowances admissible, duties and responsibilities, field of selection, place of posting, qualifications and experience required for the post are at **Annexure I and II** respectively.

3. Applications in the prescribed proforma (**Annexure III**) of interested officers, who are working on regular basis and have completed their period of probation, should be forwarded within sixty days of publication of in the Employment News **to the Under Secretary & Head of Office, National Authority, Chemical Weapons Convention, 1st Floor, Chanakya Bhavan, Chanakyapuri, New Delhi – 110021.**

4. The application should reach the National Authority through proper channel. Those have already applied for the posts earlier in response to previous advertisements published in NACWC website with their applications duly forwarded through proper channel need not apply again. However, such applicants may ensure that documents not sent earlier may be forwarded within the due date mentioned in this advertisement.

5. While forwarding the application, it may be ensured that following documents may also be sent to this office along with the application:

- (i) A certificate to the effect that the concerned forwarding/parent Department/Ministry has “NO OBJECTION” to the appointment of the application to the post applied for in the National Authority.
- (ii) Complete ACRs dossier/ attested copies of the ACRs of the applicant.
- (iii) A certificate about the integrity of the officer recommended for appointment on deputation.
- (iv) Vigilance Clearance in respect of the applicant duly signed by the officer of the appropriate status.

- (v) A statement indicating the Vigilance Cases, if any, pending or contemplated against the applicant during the last ten years/ service period, whichever is less.

6. The candidates who apply for the posts will not be allowed to withdraw their candidature subsequently.

7. A copy of this circular is also available in website of NACWC at www.nacwc.nic.in.

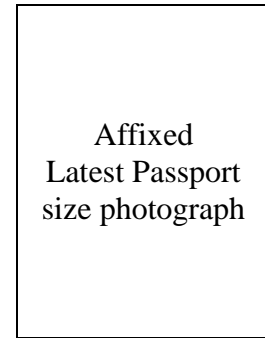
(V.Sridhar)
Under Secretary & Head of Office
Tel.: 2467 5528, Fax: 2467 5767
E-mail – deputysecretary.nacwc@nic.in

Copy to:-

1. **All Ministries and Departments of Government of India** ; It is requested that the vacancy notice may kindly be circulated to the concerned officers in your Ministry/Department and be widely circulated to the concerned Public Sector Undertakings, Statutory Bodies, Autonomous Bodies, Attached, Subordinate and Field Offices, Universities/Research Institutions under the Central and State Governments/ Union Territories
2. Under Secretary (Admn.1), Cabinet Secretariat, Rashtrapati Bhawan,

Name and scale of the Post	<p>Joint Director General Central Services Group A, Gazetted, Non-Ministerial Pay Band Rs. 15600-39100, Grade Pay Rs.7600/- (Revised). Allowances likes DA, HRA, CCA will admissible as per rules and orders of the Central Government</p>
Duties and responsibilities include;	<p>(i) To function as the Escort/Enforcement Officer for purposes of international inspections and enforcement officer under the CWC Act. (ii) To Coordinate and file various statutory declarations to the OPCW, as required under the Conventions. (iii) Implementation of the Verification regime for chemical units under CWC Act: (iv) Technical inputs on all policy matters relating to the Convention; (v) Providing training to concerned officers and staff of the Central / state Governments; (vi) Management of data base of declarable facilities under CWC Act, (vii) Coordination of all technical issues relating to the Convention. (viii) Any other work assigned by the Chairperson or Director NACWC</p> <p>The nature of duties may require extensive travel both domestic and abroad in connection with any of the activities mentioned above.</p>
Method of recruitment, Field of selection, qualifications and experience	<p>Deputation (including short term contract) Officers under the Central Government failing which from officers of the public sector undertakings or State or Union territories or Universities or recognized research institutes or autonomous bodies or statutory organizations:-</p> <p>(a) (i) Holding analogous post on regular basis in the parent cadre or Department; or (ii) with five years' service in the grade rendered after appointment thereto on regular basis in the scale of pay of Rs. 15600-39100, Grade Pay Rs.6600/- or equivalent in the parent cadre or Department; or (iii) with eight years' service in the grade rendered after appointment thereto on regular basis in the scale of pay of Rs.15600-39100, Grade pay 5400/- or equivalent in the parent cadre or Department;</p> <p style="text-align: center;"><u>and</u></p> <p>(b) Possessing the following educational qualification and experience:- ESSENTIAL:</p> <p>(i) Masters degree in Chemistry or Industrial Chemistry or Degree in Chemical Technology or Chemical Engineering from a recognized University or Institute or equivalent. (ii) Ten years' experience in a managerial technical position in a technical or research organization or industrial concern engaged in the field of organic chemicals and organic chemical industry.</p> <p><i>(Period of deputation (including short term contract) including period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or Department of the Central Government shall ordinarily not exceed four years. The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding 56 years as on the closing date of the receipt of applications),</i></p>

Name and scale of the Post	<p>Deputy Director General Central Services Group Á, Gazetted, Non-Ministerial, Pay Band Rs. 15600-39100, Grade Pay Rs.6600/- (Revised). Allowances like DA, HRA, CCA will be admissible as per rules and orders of the Central Government</p>
Duties and responsibilities include;	<p>(i) To function as the Escort/Enforcement Officer for purposes of international inspections and enforcement officer under the CWC Act. (ii) To Coordinate and file various statutory declarations to the OPCW, as required under the Conventions. (iii) Implementation of the Verification regime for chemical units under CWC Act: (iv) Technical inputs on all policy matters relating to the Convention; (v) Providing training to concerned officers and staff of the Central / state Governments; (vi) Management of data base of declarable facilities under CWC Act, (vii) Coordination of all technical issues relating to the Convention. (viii) Any other work assigned by the Chairperson or Director NACWC The nature of duties may require extensive travel both domestic and abroad in connection with any of the activities mentioned above</p>
Method of recruitment, Field of selection, qualifications and experience	<p>Deputation (including short term contract) Officers under the Central Government failing which from officers of the public sector undertakings or State or Union territories or Universities or recognized research institutes or autonomous bodies or statutory organizations:- (a) (i) Holding analogous post on regular basis in the parent cadre or Department; or (ii) with five years' service in the grade rendered after appointment thereto on regular basis in the scale of pay of Rs.8000-13500 (pre-revised) or equivalent in the parent cadre or Department; or (iii) with eight years' service in the grade rendered after appointment thereto on regular basis in the scale of pay of Rs.6500-10500 (pre-revised) or equivalent in the parent cadre or Department; and (b) Possessing the following educational qualification and experience:- ESSENTIAL: (iii) Masters degree in Chemistry or Industrial Chemistry or Degree in Chemical Technology or Chemical Engineering from a recognized University or Institute or equivalent. (iv) Five years' experience in a managerial technical position in a technical or research organization or industrial concern engaged in the field of organic chemicals and organic chemical industry. <i>(Period of deputation (including short term contract) including period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or Department of the Central Government shall ordinarily not exceed four years. The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding 56 years as on the closing date of the receipt of applications),</i></p>

BIO-DATA PROFORMA

1. Name and Address in Block letters :
2. Date of birth (in Christian era) :
3. Date of retirement under Central/State Government/Parent Office Rules :
4. Educational Qualifications :
5. Post for which application is being submitted :
6. Whether Educational and other qualifications required for the post are satisfied. (If any qualifications have been treated as equivalent to be the one prescribed in the rules, state the authority for the same):

	Qualifications/Experience required	Qualifications/Experience possessed by the officer
(1)		
(2)		
(3)		

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 same below is insufficient:

	Office/Institute/Organization	Post held	From	To	Scale of pay and Basic Pay	Nature of duties

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9. (i) Nature of present employment, i.e., ad hoc or temporary or permanent (Regular)
(ii) Designation
(i) Scale of pay
(ii) Basic pay
(iii) Date of regular appointment to present post
10. In case the present employment is held on deputation/contract basis, please state:
(a) The date of initial appointment
(b) Period of appointment on deputation/contract
(c) Name of the parent office/ organization to which you belong
11. Additional details about present employment. Please state whether working under:-
(a) Central Government
(b) State Government
(c) Public Sector Undertakings of Central Government
(d) Public Sector Undertakings of State Governments/UTs
(e) University
(f) Statutory body
(g) Autonomous body under Central Government
(h) Autonomous body under State Governments/ Union Territory
12. Are you in the Revised Scale of Pay? If you are substantively in a post of this scale of pay or its equivalent, give the date from which pre-revised scale
13. 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 separate sheet, if the space is insufficient

15. Whether belongs to SC/ST/OBC

16. Remarks, if any.

Date

Signature of the candidate

Address

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Countersigned

Tel.

Fax.

Employer

e-mail ID