

No.A.15012/1/2017-Admn.II  
 Government of India  
 Ministry of Home Affairs  
 Directorate of Coordination  
 Police Wireless

Block No.9, CGO Complex  
 Lodhi Road, New Delhi-3  
 Dated the 11/01/2017

**CIRCULAR**

**Subject :** Filling up of the vacancies on deputation/transfer basis.

The following vacancies are to be filled up on deputation/transfer basis in Directorate of Coordination Police Wireless :-

Sl. No.	Name of Post	Group	No. of Posts	Pay Band
1.	Despatch Rider	C	27	Level 2 in Pay Matrix (pre-revised Pay Band-1 Rs.5200-20200 plus Grade Pay of Rs.1900/-)

**Eligibility :-**

Official under the Central or State Police Telecommunication branch holding analogous posts. (Period of deputation shall not ordinarily exceed three years)

2. Place of posting for the posts will be all India basis in the capital of State/UTs. The period of deputation will not exceed three years. The pay of the deputationists will be fixed as per Government of India, Deptt., of Personal & Training O.M. No.2/29/91-Est(Pay.III) dated 5.1.94 as amended from time to time.

3. The officials who are volunteer for the post will not be permitted to withdraw their names later. Recommendations of names which are not accompanied by the requisite Bio-data, Vigilance Clearance, Integrity Certificate and attested copies of the last 5 years APARs will not be considered.

4. The maximum age limit for appointment by deputation (including short term contract) shall not be exceeding 56 years as on the closing date of receipt of application.

5. Names and Bio-data of suitable and eligible candidates may please be forwarded through proper channel as per ANNEXURE along with Vigilance Clearance, Integrity Certificate and attested copies of the last 5 years APARs to Assistant Director (Admn), Ministry of Home Affairs, Directorate of Coordination (Police Wireless), Block No.9, CGO Complex, Lodhi Road, New Delhi-110 003 within 60 days from the date of issue of this circular or two months from the publication of this advertisement in Employment News.

  
17.1.17

( Dr. S. Vinayak )  
 Deputy Director (Admn)  
 Tele : 24361589

To

The Head of all CPOs  
 All PROs of State/UTs  
 All Ministries, Department and Attached/Subordinate offices

**ANNEXURE**

**BIO-DATA PRO FORMA**

**POST APPLIED FOR**

- 1. Name and Address in Block letters
- 2. Date of Birth (in Christian era)
- 3. Date of retirement under Central/State Government rules
- 4. Educational qualification
- 5. Whether Educational and other qualifications required for the post are satisfied (If any qualification been treated as equivalent to the one prescribed in the rules, state the authority for the same)

Qualifications/Experience required      Qualifications/Experience possessed  
by the officer

- Essential 1.  
2.  
3.

- Desired 1.  
2.

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/Orgn	Post held	From	To	Scale of pay and basic pay	Nature of duties

- 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 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 which you belong

- 10. Additional details about present employment:  
Please state whether working under (indicate the name of your employer against the relevant column) -
  - (a) Central Government
  - (b) State Government
  - (c) Autonomous organizations
  - (d) Government undertakings
  - (e) Universities
  - (f) Others

11. Are you in Revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale
12. Total emoluments per month now drawn
13. Additional information, if any, which you would like to mentioned in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement ).

(Note - Enclose a separate sheet, if the space is insufficient)

14. Whether belongs to SC/ST
15. Contact Telephone/Mobile No.
16. Remarks.

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the candidate

Address \_\_\_\_\_

Date :

Countersigned  
(Employer with seal)