

NATIONAL CAPITAL REGION PLANNING BOARD
1st Floor, Core-IV B, India Habitat Centre, Lodhi Road, New Delhi-110 003

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NATIONAL CAPITAL REGION PLANNING BOARD (A Statutory Body under Ministry of Urban Development, Government of India) 1st Floor, Core-IV B, India Habitat Centre, Lodhi Road, New Delhi-110 003.			
Applications are invited for the following 'Group – A' vacant posts in the National Capital Region Planning Board (on temporary basis for a period of 5 years) as per details given below:			
Sl. No.	Name of the Post/ Pay-scale (in Rs.)	No. of Post(s)	Mode of recruitment
1.	Joint Director (Tech.) Rs. 15600-39100 with Grade Pay Rs. 7600	01	By Deputation (including short term contract)
2.	Deputy Director (Project Monitoring & MIS) Rs. 15600-39100 with Grade Pay Rs. 6600	01	By Deputation (including short term contract)
3.	1. Assistant Director (Safeguards) 2. Assistant Director (Project Finance & Procurement) 3. Assistant Director (Financial Management) Rs. 15600-39100 with Grade Pay Rs. 5400	03	By Direct recruitment on contract
For other details such as eligibility criteria, educational qualification, age, standard format of application, please visit our website http://ncrpb.nic.in . For the direct recruitment posts relaxation in age for SC/ST/OBC will be as per Govt. Rules.			
The Board reserves the right not to fill up the above posts without assigning any reason.			
Applications duly completed in all respects and signed by the candidates with attested copies of testimonials etc. along with a crossed IPO/Demand Draft of Rs.100/- (Fee exempt for reserved category as per Govt. Rules), drawn in favour of NCR Planning Board should reach the Member Secretary, NCR Planning Board, 1st Floor, Core-IV B, India Habitat Centre, Lodhi Road, New Delhi-110 003 , on or before 14.2.2012 .			

Qualifications & Experience for the above post are as under:

Sl. No. 1.

1.	Name of Post	Joint Director (Tech)
2.	No. of Posts	One
3.	Classification	Group 'A'.
4.	Scale of pay	Rs. 15600-39100 with Grade Pay of Rs. 7600
5.	Whether Selection Post or non-Selection post.	N.A.
6.	Age limit for direct recruits	Not exceeding 50 years.
7.	Education and other qualifications required for direct recruits.	<p>Essential:</p> <ul style="list-style-type: none"> ▪ Bachelors Degree in Civil Engineering from a reputed institution of Technology or recognized university/institute with 15 years of over all work experience in development / appraisal/implementation of infrastructure projects and Technical Assistance <p>Preferential: Candidates with degree in town planning and. experience in Design and Management of Urban and Regional Transport Projects will be given preference.</p>
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of Promotees	Not Applicable.
9.	Period of Probation, if any	None
10.	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation/ transfer & percentage of the vacancies to be filled by various methods.	By Deputation (including short term contract) failing which through Direct recruitment.
11.	In case of recruitment by promotion/ deputation/ transfer, grades from which promotion/ deputation/ transfer to be made.	<p>A. (i) Officers holding analogous posts or with 5 years regular service as Executive Engineer in the scale of PB-3 (Rs15600-39100/-) with GP – Rs. 6600/- (CDA pattern) in a Central Government Department / Autonomous Body /Public Sector Undertaking and having the qualifications stipulated at para 7 above.</p> <p>OR,</p> <p>(ii) (a) Officers of State Government Departments/ Organizations /State PWDs holding analogous post, or with 5 years regular service in the scale of PB-3 (Rs. 15600-39100/-), GP – Rs.6600 or equivalent (CDA pattern) or equivalent in the State Government deptts (CDA pattern) and having the qualifications stipulated at para 7 above.</p>

12.	If a DPC exists what is its composition.	Not Applicable
13.	Circumstances in which UPSC to be consulted in making recruitment.	Not Applicable

Sl. No. 2.

1.	Name of Post	Deputy Director (Project Monitoring & MIS)
2.	No. of Posts	One
3.	Classification	Group 'A'.
4.	Scale of pay	Rs. 15600-39100 with Grade Pay of Rs. 6600
5.	Whether Selection Post or non-Selection post.	N.A.
6.	Age limit for direct recruits	Not exceeding 40 years.
7.	Education and other qualifications required for direct recruits.	<p>Essential:</p> <ul style="list-style-type: none"> ▪ Bachelors Degree in Public Health/ Environmental Engineering from a reputed institution of Technology or recognized university/institute with 10 years of over all work experience in development/appraisal/implementation of infrastructure projects and Technical Assistance. <p>Preferential:</p> <ul style="list-style-type: none"> ▪ Candidates with experience in design and management of environmental sanitation projects will be given preference.
8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of Promotees	Not Applicable.
9.	Period of Probation, if any	None.
10.	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation/ transfer & percentage of the vacancies to be filled by various methods.	By Deputation (including short term contract) failing which through Direct recruitment.
11.	In case of recruitment by promotion/ deputation/ transfer, grades from which promotion/ deputation/ transfer to be made.	<p>A. (i) Officers holding analogous posts or with 5 years regular service in the scale of PB-2 (Rs9300-34800/-) with GP – Rs. 5400/- (CDA pattern) in a Central Government Department / Autonomous Body /Public Sector Undertaking and having the qualifications stipulated at para 7 above.</p> <p>OR,</p> <p>(ii) (a) Officers of State Government Departments/</p>

		Organizations /State PWDs holding analogous post, or with 4 years regular service in the scale of of PB-2 (Rs9300-34800/-) with GP – Rs. 5400/- (CDA pattern) or equivalent in the State Government deptts (CDA pattern) and having the Qualifications stipulated at para 7 above.
12.	If a DPC exists what is its composition.	Not Applicable
13.	Circumstances in which UPSC to be consulted in making recruitment.	Not Applicable

Sl. No. 3

1.	Name of Post	Assistant Director
2.	No. of Posts	Three 1. Assistant Director (Safeguards)- (one post) 2. Assistant Director (Project Finance & Procurement)- (one post) 3. Assistant Director (Financial Management)- (one post)
3.	Classification	Group 'A'.
4.	Scale of pay	Rs. 15600-39100 with Grade Pay of Rs. 5400
5.	Whether Selection Post or non-Selection post.	N.A.
6.	Age limit for direct recruits	Not exceeding 35 years.
7.	Education and other qualifications required for direct recruits.	Essential: 1. Assistant Director (Safeguards) Masters Degree in Environmental Planning/ Environmental Sciences with at least 7 years experience in design, review and appraisal of safeguard compliance in ADB/World Bank and other donor assisted projects. 2. Assistant Director (Project Finance & Procurement) Essential ICWAI/ CA / MBA Finance with at least 7 years experience in analysis of infrastructure projects Preferential: candidates with BE (Civil) will be given preference. 3. Assistant Director (Financial Management) Essential ▪ FCA / MBA Finance At least 7 years experience in management of funds, hedging of funds to cover foreign exchange fluctuation risk, co-coordinating with funding agencies, internal audit. ▪ IT conversant

8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of Promotees	Not Applicable.
9.	Period of Probation, if any	Not Applicable
10.	Method of Recruitment: Whether by direct recruitment or by promotion or by deputation/ transfer & percentage of the vacancies to be filled by various methods.	By Direct recruitment on contract.
11.	In case of recruitment by promotion/ deputation/ transfer, grades from which promotion/ deputation/ transfer to be made.	Not Applicable
12.	If a DPC exists what is its composition.	Not Applicable
13.	Circumstances in which UPSC to be consulted in making recruitment.	Not Applicable

General:

- i. Candidates working in Central Government/State Governments//Public Sector Undertakings/Autonomous Bodies must apply through proper channel and the details mentioned in their applications should be certified by the present employer.
- ii. Since applications will be short-listed, merely possessing the prescribed qualifications and requisite experience would not entitle a person to be called for the interview.
- iii. For the purpose of calculating the upper age limit, cut off date will be the last date of receipt of application for the post i.e. **14.2.2012**.
- iv. The Board reserves the right to call for interview only those candidates who are likely to be suitable. Canvassing in any form and/or bringing in any influence, political or otherwise will be treated as a disqualification.
- v. The Curriculum Vitae (CV) duly supported by documents will be assessed by the Selection Committee while selecting candidates for appointment to post.
- vi. The eligible and interested candidates may apply in the prescribed format alongwith one passport size photograph and attested copies of the certificate of educational qualifications, date of birth, experience and caste certificate etc. should reach the Member Secretary, NCR Planning Board, 1st Floor, Core-IV B, India Habitat Centre, Lodhi Road, New Delhi 110 003 on or before **14.02.2012**. The post applied for must be clearly superscribed on envelop.

Application Format for the post of -----

1. Name and Address in Block letters with Tel. No. & e-mail address, if any

2. Date of Birth (in Christian era)
3. Date of retirement under Central/ State Government/PSU/ Autonomous Body
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)

		Qualifications/ Experience required	Qualifications/ Experience possessed by the candidate
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 permanent

9. In case the present employment is held on regular/deputation/contract basis, please state-

- (a) The date of initial appointment
- (b) Period of appointment on regular/deputation/contract
- (c) Name of the parent office/organization to which you belong

10. Additional details about present employment:
Please state whether working under-

- (a) Central Government
- (b) State Government
- (c) Autonomous Organizations
- (d) Government Undertakings
- (e) Universities

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 mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient

14. Whether belongs to SC/ST/OBC

15. Remarks

I hereby declare that all the statements made in this application are true and complete to the best of my knowledge and belief. I understand that the Board can take action against me in case I am declared by them to be guilty of furnishing any wrong information or suppressing any facts.

Signature of the candidate

Address.....
.....

Date
Place.....

EMPLOYER'S ENDORSEMENT

This is to certify that Shri/Ms. is working as in the pay-scale of Rs. from to on regular/deputation/ contract basis in this Organization. The above details given by him/ her are verified and found correct as per our records. It is further certified that no vigilance case and departmental enquiry is either pending or contemplated against him/her. The integrity of the officer is also certified. In case of his/her selection, he/she will be relieved and his/her lien will be retained by this Organization.

Date:

Place:

Signature of the Employer