

(DRAFT FOR UPLOADING ON THE WEBSITE OF MINISTRY/ PHYSICAL CIRCULATION)

No. A-12018(11)/2/2016-HR
Government of India
Ministry of Micro, Small & Medium Enterprises

Udyog Bhawan, New Delhi
Dated, the 2nd March, 2017

Vacancy Circular

Subject : Appointment to the post of Director, National Institute for Micro, Small & Medium Enterprises(NIMSME), Hyderabad, (an autonomous body & society Registered under the Societies Registration Act) on deputation/contract basis.

Applications are invited from the eligible candidates to fill up the post of Director, National Institute for Micro, Small & Medium Enterprises(NIMSME), Hyderabad, (an autonomous body & society Registered under the Societies Registration Act) on deputation/ contract basis.

2. Officers working under the Central/State Governments/Public Sector Undertakings/Autonomous or Statutory Organisations are eligible if:

- i) Holding analogous on regular basis in the parent cadre/department; or
- ii) With three years' service in the grade rendered after appointment thereto on regular basis in posts in pay band Rs.37400-67000/- (PB-4) plus Grade Pay Rs.8700/- (Pre-revised) or equivalent in the parent cadre/Department.

3. The other conditions of appointment are as under:

I. Educational Qualifications:

A. **Essential**

Master's Degree in Humanities/ Commerce/Science or Degree in Engineering/Technology/Chartered Accountancy/Cost Accountancy or Master's or equivalent Post Graduate Diploma in Business Administration.

B. **Desirable**

Doctorate in Humanities/Science/Management.

II. Experience :

A. **Essential**

15 years' experience in academic/teaching training in the area of entrepreneurship development.

B. **Desirable**

- a. Publication of books on training, entrepreneurship etc.
- b. Publication of research papers on matters relating to industrial development and entrepreneurship & development.
- c. Articles relating to academic subjects/training/entrepreneurship development, etc.

III. **Pay Level:** Level 13A as per VII CPC

IV. **Age Limit:** Not more than 55 years (on contract basis) and 56 years (on deputation basis) as on 13.04.2017.

V. **Tenure:** The initial appointment on contract basis will be for three years, which is extendable upto five years. In case of deputation extant rules will be applicable.

VI. **Selection Procedure:-** As per extant orders of the Central Government.

Application in the enclosed proforma, duly signed by the candidate, should be sent to this Ministry within 30 days from the date of publication of the Advertisement for this post in the Employment News. Persons employed in Government Departments, Autonomous/Statutory Organizations and Public Sector Undertakings should send their applications 'Through Proper Channel' alongwith ACRs for the last five years, Vigilance Clearance, Integrity Certificate, No Penalty Statement for the last 10 years and cadre clearance. Applications received after the due date or without prescribed documents will not be entertained. An advance copy directly should also be sent by persons employed in Government Departments, Autonomous/Statutory Organizations and Public Sector Undertakings before the last date. The application may be sent to the **Under Secretary (HR), Ministry of Micro, Small & Medium Enterprises, Room No. 429-D, Udyog Bhawan, Maulana Azad Road, New Delhi -110011.**



(Bhaskar Kalra)

Under Secretary to the Government of India

Tel. 011-23063293

To

1. All Ministries/Departments of the Government of India
2. All Chief Secretaries of States/Administrators of UTs.
3. Director NIC for uploading on the Ministry's website.

PROFORMA FOR APPLICATION

1. Name of the candidate
2. Post applied for
3. Name & office address

Recent
passport size
photograph

4. Date of Birth (in Christian Era)

5. Educational Qualification

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)

7. Details of employment in chronological order (Enclose a separate sheet, duly authenticated by your signature).

Office/ Organisation in which worked	Post held	From	To	Present Scale of Pay	Nature of duties performed	Period of experience

8. Present Basic Pay & total emoluments drawn per month.

9. Additional information, if any, which you would like to mention in support of your suitability for the post (enclose a separate sheet).

10. Whether belong to SC/ST/OBC.

11. It is certified that the particulars given above are true and any discrepancy found at a later date will lead to disqualification.

12. Number of documents enclosed (Indicate in separate list).

(Signature of the candidate)
Mobile No.

Name and address of the office _____

CERTIFICATE FROM EMPLOYER

It is certified that no vigilance case is pending or being contemplated against Mr./Ms. _____.

(Signature of Competent Authority/with official Seal)

Date _____

Telephone No.