

No. A-12013/21/Deputation/RO Chandigarh/20-UIDAI  
Ministry of Electronics & Information Technology  
**Unique Identification Authority of India (UIDAI)**  
HR Division

Bangla Sahib Road, Behind Kali Mandir  
Gole Market, New Delhi – 110001  
Dated: 05<sup>th</sup> December, 2022

**CIRCULAR**

**Subject: Inviting application for various posts on deputation (Foreign Service term basis) in Unique Identification Authority of India (UIDAI) Regional Office at Chandigarh.**

The Unique Identification Authority of India (UIDAI) is an autonomous statutory Authority set up under the Aadhaar (Targeted Delivery of Financial and Other Subsidies, Benefits and Services) Act, 2016 for Aadhaar enrolment, authentication and other functions specified in Section 23 and other Sections of the Act. Regional Office, Chandigarh is responsible for coordinating the work of Aadhaar enrolment, authentication and other activities in Jammu & Kashmir, Ladakh, Punjab, Haryana, Himachal Pradesh and Chandigarh.

2. UIDAI invites applications for filling up one post of Section Officer (may vary at selection stage) in pay matrix level -8 on deputation basis on Foreign Service terms, in its Regional Office located at SCO 95-98, Sector 17-B, Chandigarh – 160017 from amongst suitable and eligible officers as per the following requirements :-

Sl. No.	Name of the post and Scale of Pay	Number of vacancy	Eligibility <sup>1</sup> / Qualification Criteria
1.	Section Officer  Pay Matrix Level-08	1(One)	Essential: Officers from the Central Government holding analogous posts on regular basis in the parent cadre/department; OR With three years of regular service in the Pay Matrix Level 7; OR With five years of regular service in the Pay Matrix Level 6; OR Officers from State Government/ Public Sector Undertaking/ Autonomous Organization holding regular post in corresponding grades with requisite experience. Desirable: Experience of work in Administration/ Legal/ Establishment/ Human Resource/ Finance/ Accounts/ Budgeting / Vigilance/ Procurement/ Planning and Policy / Project implementation and monitoring/ E-Governance etc. Basic skills for working in a computerized office environment, e-Office etc

3. **Age Limit:** for post mentioned above, the candidate should be below 56 years of age as on the closing date of the application.

4. **Period and other terms and conditions of deputation:**

4.1 The period of deputation shall be of five years. The lending department may relieve an officer for a lesser period as per their own policy/rules, which should not be less than three years in any case.

4.2 The general terms and conditions of services at UIDAI will be governed as per Unique Identification Authority of India (Appointment of Officers and employees) Regulations, 2020 and Unique Identification Authority of India (Salary, Allowances and other Terms & Conditions of Service of Employees) Regulations, 2020 and guidelines of the Central Government in this regard. The aforesaid regulations are available on the website of UIDAI ([www.uidai.gov.in](http://www.uidai.gov.in)).

4.3 The terms of deputation, including the pay and allowances, except leave shall be governed by the provisions laid down in the Department of Personnel & Training Office Memorandum No. 6/8/2009-

<sup>1</sup> Officers already holding analogous posts in the parent cadre/department may be given preference.