

INTEGRATED HQ OF MINISTRY OF DEFENCE (ARMY)
QUARTERMASTER GENERAL'S BRANCH
(CANTEEN SERVICES DIRECTORATE)

SELECTION ON DEPUTATION TO THE CANTEEN STORES DEPARTMENT,
MINISTRY OF DEFENCE

1. Applications are invited in the prescribed proforma for the posts listed below for selection on deputation for two years to Canteen Stores Department in the Ministry of Defence.

2. **Deputy General Manager/ Regional Manager.**

(a) **No of Posts.** *Two.*

(b) **Scale of Pay.** *Rs 3700-125-4700-150-5000 (Now Pay Level 12/ 12A).*

(c) **Field of Selection and Eligibility Criteria.**

(i) *Officers of the Defence Services of the rank of Lt Col or equivalent.*

(ii) *Officers under the Central Govt*

(aa) Holding analogous post on regular basis or with 5 years regular service in posts in the scale of Rs 3000-4500 or equivalent (Now Pay Level 11) and

(ab) Possessing the following experience

(aba) In materials/ Store Management and inventory control.

(abb) Administrative experience at middle management level.

3. **Deputy General Manager (Electronic Data Processing).**

(a) **No of Posts.** *One.*

(b) **Scale of Pay.** *Rs 3700-125-4700-150-5000 (Now Pay Level 12/ 12A).*

(c) **Field of Selection.**

(i) *Officers of the Defence Services of the rank of Lt Col or equivalent.*

(ii) *Officers under the Central Govt holding analogous post on regular basis or with 5 years regular service in posts in the scale of Rs 3000-4500 or equivalent (Now Pay Level 11)*

(d) **Eligibility Criteria.** *The officers should possess the following qualifications and experience :-*

(i) Master's degree in Statistics/Operations Research/Physics or Economics/Commerce (with Statistics) or Degree in Engineering/Computer Science of a recognised University or equivalent.

(ii) For Programming :10 years experience of electronics data processing/computer oriented optimisation, information or Statistical system out of which atleast 5 years' experience should be on actual computer programming and systems design.

(iii) For information System : 10 years experience of electronic data processing work, out of which atleast 5 years' experience should be in a supervisory capacity in design, development organising computerised information storage and retrieval system.

4. **Assistant General Manager (Accounts).**

(a) **No of Posts.** One.

(b) **Scale of Pay.** Rs1001-50-1600 (Now Pay Level 11).

(c) **Field of Selection and Eligibility Criteria.**

(i) Officers of any of the Accounts Services under the Central Government holding senior posts in the scale of Rs 1100-1600 (Now Pay Level 11) or with 4 years' regular service in junior scale posts (Rs 700-1300) (Now Pay Level 10).

(ii) Accounts/Audit Officer with 7 years' regular service as such from any of the organised Accounts Departments, e.g., Indian Audit and Account Department, Indian Railway Accounts Department, Indian Defence Accounts Department, Indian P&T Finance and Accounts Department and Indian Civil Accounts Department.

5. **Assistant General Manager (Estate & Works).** SRO No 209 dated 25 Sep 2002.

(a) **No of Posts.** One.

(b) **Scale of Pay.** Rs10000-325-15200 (Now Pay Level 11).

(c) **Field of Selection & Eligibility Criteria.** Officers of the Central Government (Including officers from the Army of the Rank of Major (Corps of Engineers) or Equivalent from the Indian Navy/Indian Air Force):-

(i) Holding analogous post on regular basis in the Parent Cadre/ Department; or with 5 years' service in the grade rendered after appointment thereto on regular basis in the Scale of Pay of Rs8000-13500 (Now Pay Level 10) or Equivalent in the Parent Cadre/ Department.

(ii) Possessing the following Educational Qualifications and Experience :-

(aa) Degree in Civil engineering from a Recognised University or Equivalent.

(ab) 3 years' experience in Dealing/Scrutinizing/Monitoring/Planning of Civil Works.

(d) **Age Limit.** The maximum age for appointment by deputation shall not exceed 56 years as on the closing date of receipt of applications.

6. **Assistant General Manager (Electronic Data Processing).**

(a) **No of Posts.** *One.*

(b) **Scale of Pay.** *Rs10000-325-15200 (Now Pay Level 11).*

(c) **Field of Selection & Eligibility Criteria.** *Officers from the Defence Services of the rank of Captain or equivalent or officers under the Central Government holding analogous posts or with 5 years' regular service in posts in the scale of Rs700-1300 (Now Pay Level 10) and having experience of systems analysis and programming on an electronic computer.*

7. The applicants should have minimum three years residual service balance on the last date of acceptance of application. The applications may be forwarded through proper channel alongwith up-to-date APARs for the last 05 years (in original or photocopies duly attested by an officer at the level of Under Secretary or above), Vigilance Clearance and Integrity Certificate to **Integrated HQ of MoD (Army), Quartermaster General's Branch, Canteen Services Directorate, West Block-III, Second Floor, Wing-III, RK Puram, New Delhi- 110066** so as to reach within two months of publication of this advertisement as per format given at the end of the advertisement. Candidates who apply for the post will not be allowed to withdraw their candidature subsequently. Cadre Controlling Authorities may also kindly ensure that while forwarding the application, they should verify and certify that particulars furnished by the officers are correct.

CURRICULUM VITAE PRO-FORMA

**FOR THE POST OF _____ VIDE EMPLOYMENT NEWS ADVT
NO _____ DATED _____**

1. Name and address (in Block letters)
2. Date of Birth (in Christian era)
3. Date of Retirement under Central Government rules
4. Educational Qualifications
5. Details of Employment, in chronological order

Office/Institution	Post held	From	To	Scale of pay and basic pay	Nature of duties (in detail)

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

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

7. Additional details about present employment (Please state whether working under Central Government/ State Government/ Autonomous Organisation / Government Undertaking/ Universities/ Others).

8. 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

9. Total emoluments per month now drawn

10. Information, if any, which you would like to mention in support of your suitability for the post

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

Date

Address

VERIFICATION FROM THE EMPLOYER

Particulars given by the applicant are verified with reference to service records and found to be correct.

- (i) It is certified that no vigilance case is either pending or being contemplated against the officer
- (ii) It is certified that no penalty has been imposed on the officer during the last 10 years
- (iii) It is certified that the integrity of the officer is beyond doubt.

Countersigned (Employer with seal)

CBC-10117/11/0001/2324