

NATIONAL INVESTIGATION AGENCY  
MINISTRY OF HOME AFFAIRS,  
GOVERNMENT OF INDIA  
OPPOSITE CGO COMPLEX  
LODHI ROAD NEW DELHI

No E-78/001/Dep-NA/NIA/2022/10338

Dated- 02 Aug, 2023

To,

1. All Ministries/Departments of Government of India.
2. The Chief Secretaries to the Government of all States/UTs.
3. The Directors General of Police of all States/UTs.
4. The Directors General of BSF, CRPF, CISF, SSB, ITBP, RPF, Assam Rifles.
5. The Director of CBI & IB.
6. The Secretary, R&AW.
7. The Chairman of CBDT and CBIT.
8. The Secretary, DEIT, Electronic Niketan, 6, CGO Complex, Lodhi Road, New Delhi.
9. Ministry of Electronics and Information Technology (Meity),
10. Defence Research and Development Organization (DRDO).

**Subject: - Inviting nomination for the post of Network Administrator and Senior System Analyst in NIA on deputation basis-reg**

Sir,

Nominations are invited for the following IT posts on deputation basis in National Investigation Agency (NIA). Details of posts, pay level and vacancies are as under:-

Srl No	Post	Pay Scale	Vacancy and filling of method	Proposed place of posting
i)	Network Administrator	Pay Matrix Level – 12 (Rs 78,800 – 2,09,200)  (pre revised - PB-3 (Rs. 15600-39100) with Grade Pay Rs. 7600/-)	02 posts* by deputation/ absorption	Delhi & Mumbai.
ii)	Senior System Analyst	Pay Matrix Level – 12 (Rs 78,800 – 2,09,200)  (pre revised - PB-3 (Rs. 15600-39100) with Grade Pay Rs. 7600/-)	02 posts* by deputation/(ISTC)/ absorption	Delhi & Mumbai.

\*subject to variation depending on vacancies.

2. The eligibility criteria (educational qualification, experience, etc.) are furnished in the enclosed **Annexure-I (A) & I(B) (available at NIA website [www.nia.gov.in/recruitment-notice.htm](http://www.nia.gov.in/recruitment-notice.htm))**. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

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**SHANKAR BRATA RAIMEDI, IPS**  
Superintendent of Police  
National Investigation Agency  
Ministry of Home Affairs  
Govt. of India, New Delhi

3. It is requested that the above advertisement may kindly be circulated among all Departments/Institutions/Offices under your charge and also hosted on their websites. The nominations of eligible officials alongwith following documents should reach **in hard copies to the SP (Adm), NIA HQ, Opposite CGO Complex, Lodhi Road, New Delhi-110003 through proper channel within 45 days from the date of publication of this item in 'Employment News'**.

- i) Bio-data in prescribed proforma (**Annexure-II**) (available in NIA website **www.nia.gov.in/recruitment-notice.htm**) duly filled and countersigned by the competent authority.
- ii) Photo copies of APAR dossier from the year 2017-18 to 2021-22 duly attested (it may be ensured that the same are attested on each pages with rubber stamp by an officer not below the rank of Under Secretary to the Government of India.)
- iii) Vigilance Clearance Certificate and Integrity Certificate issued by the respective department.
- iv) The details of major/minor penalties imposed on the official during the last 10 years.
- v) Supporting documents with regards to claimed educational certificates.

4. Applications received after the last date, or incomplete application, in any respect, or those not accompanied by the documents/ information as per Para 3 above shall not be considered. The Cadre Authorities may ascertain that the particulars sent by the officials are correct as per the records.

5. **Since, the applications are invited purely on deputation basis, therefore the applications received for Absorption/Direct Recruitment/ Re-employment shall not be entertained.**

6. The eligibility criteria and application form as well as Recruitment Rules are also available on NIA website **www.nia.gov.in/recruitment-rules.htm**.

Encl:- Annexure 'I(A) I (B) & 'II'.

Yours sincerely

(S.B. Raimedhi, IPS)

Superintendent of Police (Adm)

NIA HQrs, New Delhi

SHANKAR BRATA RAIMEDHI, IPS

Superintendent of Police

National Investigation Agency

Ministry of Home Affairs

Govt. of India, New Delhi

**Copy forwarded for information and needful action to:-**

- (i) The DIG (IT), NIA HQ, New Delhi for uploading the matter on NIA Website.
- (ii) All Branch Offices/ Section and Divisions of NIA- for information and wide publicity.



**ELIGIBILITY CRITERIA FOR THE POST OF NETWORK  
ADMINISTRATOR**

1	Name of the post	<b>Network Administrator</b>
2	Nos of post	02* Posts for deputation/Absorption (*subject to variation depending on vacancies)
3.	Classification of the post	General Central Service, Group – ‘A’, Gazetted, Non-Ministerial
4.	Scale of pay	Pay Matrix Level – 12 (Rs 78,800 – 2,09,200)  (pre revised - PB-3 (Rs. 15600-39100) with Grade Pay Rs. 7600/-)
5.	DA, HRA, TPT & other allowance	As admissible under the Central Government orders from time to time.
6.	Special Security Allowance	20% of basic pay and as amended by the Government from time to time.
7.	Eligibility Criteria for deputation/absorption to NIA	<p><b>Deputation/Absorption:-</b></p> <p>Officers under the Central Government/ State Government/ Union territories:-</p> <p>(A) (i) Holding analogous posts on regular basis in the parent cadre / department; or</p> <p>(ii) with five years’ service in the grade on regular basis in posts in the Pay Band-3, Pay Scale of Rs. 15600-39100/- with Grade Pay of Rs. 6600/- or equivalent in the parent cadre/department, and</p> <p>(B) Possessing following educational qualifications and experience:-</p> <p>(i) Master’s degree in Statistics/ Mathematics/ Operations/ Research/ Physics or Economics/ Commerce or degree in Engineering/ Computer Science of a recognized University.</p> <p>(ii) 10 years’ experience in Network Administration cum Hardware Management.</p> <p>(iii) <b>For information system</b> - 10 years’ experience of electronic data processing work, out of which at least 5 years’ experience should be in a Supervisory capacity in design, development or organizing computerized information storage and retrieval system.</p>



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Superintendent of Police  
National Investigation Agency  
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		<p><b>Note-I :</b> Qualifications are relaxable at the discretion of UPSC in case of candidates otherwise well qualified.</p> <p><b>Note-II :</b> The qualifications regarding experience are relaxable at the discretion of the UPSC in the case of candidates belonging to SC and ST if, at any stage or selection, the UPSC are of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p> <p><b>Desirable:-</b></p> <p>(i) Master's Degree in Engineering/Computer Science or Doctorate in any of these subjects in (i) above under the 'Essential Qualification'.</p> <p>(ii) Training in System Analysis or Advanced Computer System.</p> <p>(iii) Experience of one or more of the following field:-</p> <p>(a) Development of Data-base management information system.</p> <p>(b) Computer solutions of optimization problems, e.g. liner programming, mixed integer programming.</p> <p>(c) Computer solutions of operational planning models.</p> <p><b>NOTE- 1 :</b> Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in same or some other organization/department in the Central Govt. shall ordinarily not exceed four years'. The maximum age limit for appointment by Deputation shall be not exceeding 56 years' as on closing date of receipt of application.</p> <p><b>NOTE- 2 :</b> For the purpose of appointment on deputation, the service rendered on a regular basis by an officer prior to 1<sup>st</sup> January, 2006 (the date from which the revised pay structure based on the 6<sup>th</sup> Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding Grade Pay/Pay Scale extended based on the recommendations of the pay commission except where has been merger of more than one pre-revised scale of pay into one grade with a common grade pay/pay scale, and where this benefit will extend only for the post(s) for which that grade pay/pay scale is the normal replacement grade without any upgradation.</p>
8.	Nature of duties	<p>➤ Establishes network specifications by conferring with users, analyzing workflow, access, information and security requirements; router administration including interface configuration and routing protocols.</p>

SHANKAR BRATA RAJMEDEHI, IPS

Superintendent of Police  
National Investigation Agency  
Ministry of Home Affairs  
Govt. of India. New Delhi



**ELIGIBILITY CRITERIA FOR THE POST OF SENIOR SYSTEM ANALYSTS**

1	Name of the post	<b>Senior System Analyst</b>
2	Nos. of post	02* Posts for deputation/Absorption. (*subject to variation depending on vacancies)
3.	Classification of the post	General Central Service, Group – ‘A’, Gazetted, Non-Ministerial
4.	Scale of pay	Pay Matrix Level – 12 (Rs 78,800 – 2,09,200)  (pre revised - PB-3 (Rs. 15600-39100) with Grade Pay Rs. 7600/-)
5.	DA, HRA, TPT & other allowance	As admissible under the Central Government orders from time to time.
6.	Special Security Allowance	20% of basic pay and as amended by the Government from time to time.
7.	Eligibility Criteria for deputation/(ISTC)/absorption to NIA	<p><b>Deputation/(ISTC)/Absorption:-</b></p> <p>Officers under the Central Government/ State Government/ Union territories:-</p> <p>(A) (i) Holding analogous posts on regular basis in the parent cadre / department; or</p> <p>(ii) with five years’ service in the grade on regular basis in posts in the Pay Band-3, Pay Scale of Rs. 15600-39100/- with Grade Pay of Rs. 6600/- or equivalent in the parent cadre/department, and</p> <p>(B) Possessing following educational qualifications and experience prescribed for direct recruits:-</p> <p>(i) Master’s degree in Statistics/ Mathematics/ Operations Research/ Physics or Economics/ Commerce or degree in Engineering/ Computer Science of a recognized University or equivalent.</p> <p>(ii) <b>For Programming</b> – 7 years’ experience of electronics data processing/computer oriented optimization, information or statistical system, out of which at least 3 years’ experience should be in a responsible capacity on actual computer programming and system design.</p> <p>(iii) <b>For information system</b> - 10 years’ experience of electronic data processing work, out of which at least 5 years’ experience should be in a Supervisory capacity in design, development or organizing computerized information storage and retrieval system.</p>

**Note-I :** Qualifications are relaxable at the discretion of UPSC in case of candidates otherwise well qualified.

**Note-II :** The qualifications regarding experience are relaxable at the discretion of the UPSC in the case of candidates belonging to SC and ST if, at any stage or selection, the UPSC are of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

**Desirable:-**

(i) Master's Degree in Engineering/Computer Science or Doctorate in any of these subjects in (i) above under the 'Essential Qualification'.

(ii) Training in System Analysis or Advanced Computer System.

(iii) Experience of one or more of the following field:-

(a) Development of Data-base management information system.

(b) Computer solutions of optimization problems, e.g. liner programming, mixed integer programming.

(c) Computer solutions of operational economy wise planning models.

**NOTE- 1 :** Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in same or some other organization/department in the Central Govt. shall ordinarily not exceed four years'. The maximum age limit for appointment by Deputation shall be not exceeding 56 years as on closing date of receipt of application.

**NOTE- 2 :** For the purpose of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 1<sup>st</sup> January, 2006 (the date from which the revised pay structure based on the 6<sup>th</sup> Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding Grade Pay/Pay Scale extended based on the recommendations of the pay commission except where has been merger of more than one pre-revised scale of pay into one grade with a common grade pay/pay scale, and where this benefit will extend only for the post(s) for which that grade pay/pay scale is the normal replacement grade without any upgradation.

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Govt. of India, New Delhi



8.	Nature of duties	<ul style="list-style-type: none"> <li>➤ Lead and coordinate development and implementation of Computer based Information Systems and decision support tools in the respective sectors assigned from time to time.</li> <li>➤ Preparation of proposals pertaining to various information systems.</li> <li>➤ Responsibility for supervising and leading a team of information technology specialists.</li> <li>➤ Performing studies, analysis, modelling, design and prototyping required for the development, implementation and maintenance of a variety of the system(s) while ensuring effective and efficient utilization of computer facilities and provision of services to meet systems requirements.</li> <li>➤ Advises senior management on the use of technology to identify business requirements and enhance business objectives.</li> <li>➤ Reviews information requirements and proposals and recommends changes based on technical merit or demerit.</li> <li>➤ Maintains an awareness of current and future trends and development in the IT field.</li> </ul>
9.	Deputation	<p>The other terms and conditions of deputation will be government as laid down in the Govt. of India, DoP&amp;T OM No. 6/08/2009-Estt (Pay-II) dated 17.06.2010 as amended from time to time.</p>



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