



File No. A-48012/1/2021-Estt-II

Dated: 05.10.2021

भारत सरकार,
कर्मचारी चयन आयोग,
लोक कल्याण, शिकायत एवं पेंशन मंत्रालय
ब्लॉक नं० १२, सी०जी०ओ०कोम्प्लेक्स, लोधी रोड,
नयी दिल्ली - ११० ००३

Government of India
Staff Selection Commission
Ministry of Personnel, Public Grievances &
Pensions,
Block No. 12, CGO Complex, Lodhi Road,
New Delhi - 110003.

To,

All Ministries/Departments of Govt. of India.

Subject:- Appointment of Assistant Manager-cum-storekeeper in the Pre-revised Pay Band -I of Rs.5200-20200/- with the Grade Pay of Rs.2400/- as per 6th CPC in the Departmental Canteen of Staff Selection Commission (Headquarters), New Delhi on deputation basis.

One post of **Assistant Manager-cum-storekeeper** in the Prerevised Pay Band PB-I of Rs.5200-20200/- with the Grade Pay of Rs.2400/- as per CPC in the Departmental Canteen of Staff Selection Commission (Headquarters), New Delhi is proposed to be filled up on **Deputation** basis. The Post belongs to General Central Service Group "C" Non-Gazetted and Non-Ministerial cadre of the Staff Selection Commission. Eligibility Criteria are given in **Annexure-I**. Pay and other conditions of service of the Selected official will be regulated in accordance with DOPT's O.M.No.6/8/2009-Estt.(Pay-II) dated 17.06.2010, as amended from time to time.

2. Applications of only such officials will be considered which will be received through proper channel and accompanied with (i) Bio-Data (in triplicate) as in proforma at Annexure-II, (ii) Photocopies of up-to-date CR/APARs dossiers of the official for the last five years, duly attested (original ACRs/APARs may **not** be sent), (iii) Cadre clearance (iv) Vigilance Clearance/Integrity Certificate and (v) Statement giving details of minor penalties imposed on the official, if any.

3. It is requested that the applications of suitable officials who are willing and eligible for the post and who can be spared immediately in the event of selection, may be sent at the following address within a period of **two months** from the date of publication in 'Employment News'.

"Smt. Swati, Under Secretary, Estt-II, Staff Selection Commission, Block No.12, CGO Complex, Lodhi Road, New Delhi-110003."

4. The applicants for the post of Assistant Manager-cum-Storekeeper in the Departmental Canteen of Staff Selection Commission (Headquarters) will not be allowed to withdraw their application of any later stage of the selection process. Advance Copies of Application received after the prescribed date, or, not accompanied by the required Certificates/Documents, are liable not to be entertained.

Yours faithfully,

Sati
9/10/21
(Swati)

Under Secretary to the Govt. of India

Copy to:-

1. Office of the Comptroller and auditor General of India, New Delhi.
2. Controller General of Accounts/Controller of Accounts, M/o Finance.
3. The Secretary, Union Public Service Commission, New Delhi.
4. Cabinet Secretariat/Central Vigilance Commission/President's Secretariat/Vice-President's Secretariat/Prime Minister's Office/Niti Aayog.
5. Central Board of Direct Taxes/Central Board of Excise and Customs.
6. National Human Rights Commission, New Delhi.
7. Facilitation Centre, Department of Personnel and Training, North Block, New Delhi.
8. Estt.-B Division, Department of Personnel & Training, North Block, New Delhi.
9. Director General of Re-settlement and Re-employment of Ex-serviceman, R.K. Puram, New Delhi.
10. All Officers/Section of Staff Selection Commission.
11. IT Support Team with the request to upload the Advertisement on Staff Selection Commission's website today itself.

Sati
9/10/21
(Swati)

Under Secretary to the Govt. of India

ANNEXURE-I

1	Post	Assistant Manager-cum-Storekeeper
2	Number of Post	01 (one)
3	Pay Scale / Pay Matrix	Pre-revised Pay Band-I, Rs.5200-20200/- with grade pay of Rs.2400/- as per 6 th CPC
4	Method of Appointment	Transfer on deputation basis
5	Eligibility	<p>Officers of the Central Government –</p> <p>(a) (i) holding analogous posts on regular basis in the parent cadre or department; or</p> <p>(ii) With at least eight years' service in the grade rendered after appointment there to on a regular basis in the Pre-revised Pay Band –I, Rs.5200-20200 with Grade of Rs.1900/- or equivalent in the parent cadre or department;</p> <p>(iii) Possessing educational qualifications as under:</p> <ul style="list-style-type: none"> - B. Com from a recognized University or Graduate in any discipline from a recognized University with one year Diploma in Book Keeping or Store Keeping. <p>(b) Experience- Three years in a government Department or Undertaking in handling Stores or Accounts.</p> <p>Note1: The qualifications are relaxable at the discretion of the competent authority for reasons to be recorded in writing in case of candidates otherwise well qualified.</p> <p>Note2: The qualifications regarding experience are relaxable at the discretion of the competent authority for reasons to be recorded in writing in case of candidate belonging to the Schedules Castes or the Scheduled Tribes if, at any stage of selection, the competent authority is of the opinion that sufficient number of candidates from these communities of possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.</p> <p>(C) Three years' experience in a Government Department or Undertaking in handing stores or accounts.</p> <p>Note 1: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years.</p>

		<p>Note 2: The departmental officials in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Note 3: The maximum age-limit for deputation is 56 years as on the closing date of receipt of applications.</p> <p>Note 4: For the purpose of appointment on deputation / absorption basis, the service rendered on a regular basis by an officer prior to the 1st January, 2006 or the date from which the revised pay structure based on the recommendations of the Sixth Central Pay Commission has been extended, shall be deemed to be the service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the said Pay Commission except where there has been merger of more than one pre-revised scales of pay into one grade with a common grade pay or pay scale, and where this benefit will extended only for the posts(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.</p>
6	Period of deputation	Not exceeding 03 (three) years