



भारत सरकार/GOVERNMENT OF INDIA

विकास आयुक्त कार्यालय/OFFICE OF THE DEVELOPMENT COMMISSIONER

कोचीन विशेष आर्थिक क्षेत्र /COCHIN SPECIAL ECONOMIC ZONE

काक्कनाड, कोच्चिन /KAKKANAD, COCHIN -682037

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27-11-2018

OFFICE MEMORANDUM

Subject Filling up of 2 posts of Assistant Development Commissioner in SEZs located in Karnataka, 8 posts of Preventive Officer & 1 post of Section Officer (Accounts) in Cochin Special Economic Zone, Cochin on deputation basis.

It is proposed to fill up the following posts on deputation basis. The experience and qualifications required for the posts are indicated in Annexure I.

1. Assistant Development Commissioner,
SEZs located in Karnataka

: 2 post (Group 'B'-Gazetted) Pay Level in the Pay Matrix: 7, Scale of Pay Rs 44900 – 142400/- (Pay Band of Rs.9,300-34,800/- (PB-2) with Grade Pay of Rs.4,600/- (pre-revised) on deputation on cost recovery basis.

Officers under the Central Government

- (a) (i) holding analogous posts on regular basis in the parent cadre or Department; or
(ii) with three years' service in the grade rendered after appointment thereto on regular basis in the scale of pay of Rs 5500-9000 (pre-revised) (PB 2) or equivalent in the parent cadre or department; or
(iii) with six years regular service in the grade rendered after appointment thereto on a regular basis in the scale of Pay of Rs 5000-8000 (Rs 9300-34800 (PB 2) with Grade pay of Rs 4200) (pre-revised) or equivalent in the parent cadre or department; and
(b) possessing two years experience in the field of Industrial development or foreign trade.

2. Preventive Officer : 8 Posts (Group 'B' (Non-Gazetted)
Pay Level in the Pay Matrix: 7
Scale of Pay of Rs 44900-142400/-.
Pay Band of Rs 9300-34800 (PB2)
with Grade Pay of Rs 4600 (pre-revised)

3. Section Officer (Accounts) : 1 Post (Group 'B' (Non-Gazetted)
Pay Level in the Pay Matrix: 6
Scale of Pay of Rs 35400-112400/-
Pay in the Pay Band Rs 9300-34800
(PB2) with Grade Pay of Rs 4200
(pre-revised)

2. It is requested that applications, in the given Proforma (Annexure II) of the eligible and willing officers who could be relieved in the event of selection, alongwith the following documents, may please be forwarded to the Development Commissioner, Cochin Special Economic Zone, Cochin through proper channel within 60 days from the date of publication of this advertisement in the Employment News.

(a) Complete and up-to-date confidential reports for the last five years, in original or attested Photostat copies thereof.

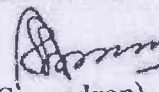
(b) Integrity Certificate/Vigilance Clearance.

(c) Details of major/minor penalties imposed during the last 10 years (if no penalties have been imposed, it should be stated).

3. Applications received after the last date or without the confidential reports or other relevant documents or otherwise found incomplete will not be considered.

4. The appointment will be on deputation basis. The period of deputation shall ordinarily not exceed 3 years. The terms of deputation will be regulated in accordance with the standard terms and conditions prescribed by the Department of Personnel & Training (Website:www.persmin.nic.in), Govt. of India vide their O.M. No. 6/8/2009-Estt(Pay-II) dated 17/06/2010, as amended from time to time. Officials who volunteer for the post will not be permitted to withdraw their names later.

5. Advance copy of applications will not be entertained. The details are also available on the website www.caez.gov.in.


(Saju K Surendran)
Deputy Development Commissioner

To : SEZ Section,
1. Under Secretary, MOC, New Delhi - with request to circulate the OM to all Sections
2. All Ministries/Departments of Government of India, New Delhi.
3. All Sections in the Ministry of Commerce.
4. All Attached/Subordinate officers under the Ministry of Commerce.
5. All SEZs.



EXPERIENCE AND QUALIFICATIONS FOR THE POSTSMethodology for filling up the post of Assistant Development Commissioner

- (i) The appointment will be on deputation basis
- (ii) The employee of the Central Govt or State Govt or PSU of Central Govt or State Govt may alone be considered for these posts
- (iii) Educational qualification, work experience and other eligibility conditions like age limit etc would be the same as provided in the Recruitment Rules prescribed for the respective posts in the Central Govt SEZs.

1. ASSISTANT DEVELOPMENT COMMISSIONER (GROUP B – GAZETTED)

Name of the post:	Assistant Development Commissioner
Scale of Pay:	Pay Level in the Pay matrix 7 Scale of Pay Rs 44900 – 142400/- Pay in the pay band Rs 9300-34800 (PB-2) with Grade Pay of Rs 4600/- (pre-revised) (Group 'B'- Gazetted-Ministerial)
Method of Recruitment:	Deputation on cost recovery basis
No. of vacancies:	02
Details of the vacancies:	
(i)	Infosys SEZ, Mangalore (1 post)
(ii)	Aequis SEZ, Belgavi (1 post)

Eligibility

Officers under the Central Government

(a)(i) holding analogous posts on regular basis in the parent cadre or Department; or
(ii) with three years' service in the grade rendered after appointment thereto on regular basis in the scale of pay of Rs 5500-9000 (pre-revised) (PB 2) or equivalent in the parent cadre or department; or

(iii) with eight years regular service in the grade rendered after appointment thereto on a regular basis in the scale of Pay of Rs 5000-8000 (Rs 9300-34800 with Grade pay of Rs 4200) (PB 2) or equivalent in the parent cadre or department; and

(b) possessing two years experience in the field of Industrial development or foreign trade.

(Period of deputation including the period of deputation in another ex cadre post held immediately preceding this appointment in the same or some other organization or department of Central Govt. shall ordinarily not exceed 3 years. The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of application)

2. PREVENTIVE OFFICER

EXPERIENCE AND QUALIFICATIONS FOR THE POST

1.	Name of the post:	Preventive Officer
	Scale of Pay:	Pay Level in the Pay matrix 7 Scale of Pay Rs 44900 – 142400/- Pay in the pay band Rs 9300-34800 (PB-2) with Grade Pay of Rs 4600/- (pre-revised) (Group B Non Gazetted – Non-Ministerial)
	Method of Recruitment:	Deputation
	No. of vacancies:	08

Eligibility

Officers of the Central Board of Excise & Customs;

- (a) (i) Holding analogous posts on regular basis in the parent cadre or department; and
(ii) With six (06) years service in the grade rendered after appointment thereto on regular basis in the Pay Scale of Rs 4500-7000/- (pre-revised) or equivalent in the parent cadre or department; and
(b) Possessing 2 years experience in the Customs or Central Excise procedural work.

(Period of deputation including the period of deputation in another ex cadre post held immediately preceding this appointment in the same or some other organization or department of Central Govt. shall ordinarily not exceed 3 years. The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of application)

3. SECTION OFFICER (ACCOUNTS) (GROUP 'B' – NON-GAZETTED)

Name of the Post:	Section Officer (Accounts)
Scale of Pay:	Pay Level in the Pay matrix 6 Scale of Pay of Rs 35400-112400/- Pay in the Pay Band Rs 9300-34800 (PB2) with Grade Pay of Rs 4200 (pre-revised) (Non-Gazetted-Ministerial)
Method of Recruitment:	Deputation
No. of vacancies:	01

Eligibility

Officers under the Central Government

(a) (i) holding analogous posts on regular basis in the parent cadre or department; or

(ii) With three years regular service in the grade rendered after appointment thereto on regular basis in the Pay Scale of Rs 5000-8000 or equivalent in the Parent cadre/Department; and

(b) Possessing any one of the following qualifications.

(i) A pass in the subordinate accounts service or equivalent examination conducted by any one of the organized Accounts Department of the Central Government.

(ii) Successful completion of training in the Cash and Accounts work conducted by Institute of Secretariat Training and Management or equivalent; and

(c) Possessing three years experience of Cash, Accounts and Budget work.

(Period of deputation including the period of deputation in another ex cadre post held immediately preceding this appointment in the same or some other organization or department of Central Govt. shall ordinarily not exceed 3 years. The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of application)

BIODATA

1	Name of the candidate					
2	Post which held					
3	Name & Address of the office in which working					
4	Date of Birth					
5	Date of retirement					
6	Educational Qualifications					
7	Present Basic Pay					
8	Post held on regular basis with Scale of Pay and date of appointment thereto on regular basis					
9	Permanent post held with scale of pay and date of confirmation					
10	Details of Employment, in chronological order (enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient)					
Sl. No.	Office/Institution/ Organization	Post held	From	To	Scale of pay and basic pay	Nature of duties
11	Nature of present employment, ie, whether adhoc, temporary or permanent					
12	In case the present employment is held on deputation/contract basis, please state					
	(a)	The date of initial appointment				
	(b)	Period of appointment on deputation/contract				
	(c)	Name of the present Office/Organization to which you belong				
13	Additional information, if any, which you would like to mention in support of your suitability for the post (Enclose a separate sheet, if the space is not sufficient)					
14	Whether belongs to SC/ST					
15	Have you been on deputation earlier? If yes, period of deputation.					
16	Whether the mandatory cooling off period of 3 years completed as per the DoP & T O.M. No.6/8/2009-Estt.(Pay-II) dated 17/6/2010					

Date

Signature of the applicant
 Mobile No.
 Email id: