



No. A. 12025/6/2020-E-III /812-814

भारत सरकार
Government of India

जल शक्ति मंत्रालय

जल संसाधन नदी विकास और गंगा संरक्षण विभाग
Department of Water Resources, River Development and Ganga
Rejuvenation

Shram Shakti Bhawan, Rafi Marg,
New Delhi, Dated 18th August, 2022

To

1. Chairman, Central Water Commission, Sewa Bhawan, RK Puram, New Delhi.
2. Heads of all organisations under D/o WR, RD & GR.
3. NIC Cell, D/o WR, RD & GR for uploading the circular in the website of this Department.

Subject: Filling up of the post of Member Secretary in Upper Yamuna River Board, Delhi on deputation basis.

Sir,

I am directed to invite applications for filling up of one (01) post of Member Secretary in the Level-14 (Rs.1,44,200-2,18,200/-) in the pay matrix, by deputation, in the Upper Yamuna River Board, Delhi, a subordinate Office under the Department of Water Resources, River Development & Ganga Rejuvenation.

2. The details of the eligibility criteria for the post of Member Secretary and job responsibilities are at Annexure -I.
3. The cut-off date for determining the qualifying service/experience and age of the candidate for the post will be the last date of receipt of application.
4. Any officer once selected shall not be allowed to withdraw or refuse to join; and it shall be the responsibility of the sponsoring authority to release the selected officers within one month of the issue of the appointment order.
5. The officer selected will have the option to draw his grade pay plus deputation (duty) allowance or to have his pay fixed in the scale of pay of the deputation post in terms of Department of Personnel & Training O.M. No.6/8/2009-Estt.(Pay II), dated 17.06.2010 (as amended from time to time).
6. Applications with full particulars of the applicant in **Annexure-2 to 5** should reach to Shri Anil Kumar Sharma, Under Secretary, Department of Water Resources, RD & GR, 6th Floor, Room No.633, Shram Shakti Bhawan, Rafi Marg,

New Delhi – 110 001 **within 45 days** from the date of publication of this advertisement in the Employment News. All applications will be treated in strict confidence. Applicants should apply "Through Proper Channel." Applications without full details as asked for are liable to be rejected.

7. Applications of only such officers/candidates will be considered as are routed through proper channel and are accompanied with (i) Bio-data (in quadruplicate) in the Proforma as given in **Annexure-2** (ii) Photocopies of ACRs/APARs for the last five years duly attested by an officer not below the rank of Under Secretary (iii) Vigilance clearance as given in **Annexure-3** (iv) Statement giving details of major or minor penalties imposed on the officer, if any, during the last ten years as given in **Annexure-4** and (v) Integrity Certificate as given in **Annexure-5** and (vi) Cadre Clearance.

8. The details of advertisement and the application forms can also be downloaded from the Department's website – <http://jalshakti-dowr.gov.in>.

Signed by Anil Kumar
Sharma

Date: 22-08-2022 10:47:37

(Anil Kumar Sharma)

Under Secretary to the Government of India

Tel. No. 23716928

Email: use3-mowr@nic.in

Annexure-1

1.	Name of Post	:	Member Secretary, Upper Yamuna River Board
2.	Number of Posts	:	01 (one)
3.	Classification	:	General Central Service, Group 'A' Gazetted Non-Ministerial.
4.	Level in the pay matrix	:	Level-14 (Rs.1,44,200-2,18,200/-)
5.	Period of deputation	:	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 Government shall ordinarily not exceed five years.
6.	Duties and responsibilities of the post	:	The Member Secretary is the highest full time executive officer of the Board Secretariat. He will provide secretarial services for implementation of the decisions of the Board, including collection of data and information on water distribution and regulation and other such information for assisting the Board in taking decisions, coordination with the members,

		arrangements of Board meetings and necessary services for carrying out the functions assigned to the Board and etc..
7.	Pay & Allowances	: The officer selected will have the option to draw his grade pay plus deputation (duty) allowance or to have his pay fixed in the scale of pay of the deputation post in terms of Department of Personnel & Training O.M. No.6/8/2009-Estt. (Pay II), dated 17.06.2010 (as amended from time to time).
8.	Qualifications, Experiences and Eligibility required for the post	: Deputation: Officers in Central Water Engineering (Group 'A') Service:- (a) (i) holding analogous posts on regular basis in the parent cadre or department; or (ii) with two years' service in the grade rendered after appointment thereto on a regular basis in posts in the level-13A in pay matrix or equivalent in the parent cadre or department; or (iii) with three years' service in the grade rendered after appointment thereto on a regular basis in posts in the level-13 in pay matrix or equivalent in the parent cadre or department; and (b) possessing the following educational qualifications and experience: - (i) Bachelor's Degree in Civil Engineering from a recognized university or institute; (ii) fifteen years of experience in the field of Water Resources Planning and Management including Surveys, Investigations, Hydrological observations, Flood forecasting, Construction, Operation and Maintenance and Monitoring of Water Resources Projects or works in the Central Government or State Government or Union Territory Administration or Government recognized institute.
9.	Age	The maximum age-limit for appointment on deputation shall not be exceeding fifty-six years as on the closing date for receipt of applications.

Bio Data Proforma**Annexure-2**

I/74245/2022

1. Name and address (in Block Letters) :
Telephone Number :
2. Date of Birth (in Christian era) :
3. Date of retirement under Central Government Rules:
4. Educational Qualifications:
5. Whether educational and other qualifications required for the posts are satisfied (if any qualification has been treated as equivalent to those prescribed in the rules, state the authority for the same)

Qualifications / Experience Required	Qualifications / Experience possessed by the Officer
Essential	
Desirable	

6. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post.
7. Details of employment, in chronological order (enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient)

Office/Institution/organisation	Post held and service / cadre to which it belongs	From	To	Pay in the pay band and classification of post	Nature of duties

8. Nature of present employment, i.e.,
 - i. Ad-hoc basis
 - ii. Regular / on temporary basis
 - iii. Pay in the Pay Band
 - iv. Grade Pay drawn
9. 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 parent office/organisation to which you belong
10. Additional details about present employment. Please state whether working under:
 - a. Central Government
 - b. State Government
 - c. Autonomous organisation
 - d. Government Undertaking
 - e. Universities
11. Are you in the Revised Pay Structure? If yes, give the Date from which the revision took place and also Indicate the pre-revised scale
12. Total emoluments per month now drawn:
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 insufficient.

I/74245/2022

- 14. Whether belonging to SC/ST
- 15. Remarks

Signature of the candidate

Date :

It is certified that information furnished by the applicant is verified with his / her service record and found correct.

Countersigned with office seal by the authorized signatory of the parent office

Signature of the Competent Authority

Annexure-3

VIGILANCE CLEARANCE CERTIFICATE

Certified that no vigilance case or disciplinary proceedings or criminal proceedings is either pending or contemplated against Dr./Shri/Smt./Ms....., who has applied for the post of _____ in the _____ on deputation basis.

(Authorised signatory)

Name & Office Seal :

Date:

Annexure-4

NO PENALTY CERTIFICATE

Certified that no minor/major penalty has been imposed during the last ten years on Dr./Shri/Smt./Ms....., who has applied for the post of _____ in the _____ on deputation basis.

(Authorised signatory)

Name & Office Seal :

Date:

Annexure-5

I/74245/2022

INTEGRITY CERTIFICATE

After scrutinizing Annual Confidential Report of
Dr./Shri/Smt./Ms.....,
who has applied for the post of _____ in
the _____ on
deputation basis, it is certified that his/her integrity is beyond doubt.

(To be signed by an officer of the rank of Deputy Secretary or above)
Name & Office Seal :