

Government of India
Cabinet Secretariat

Applications are invited from eligible candidates for filling up the posts of Assistant and Deputy Field Officer (General) in a department under Cabinet Secretariat on direct recruitment basis. These posts carry all India transfer liability. Details & eligibility conditions are given below.

Number of Vacancies is subject to change.

Name of the Post	No. of Vacancies & Categories thereof	Scale of Pay	Educational qualification requirements	Age limit
Assistant [A Group 'B' Non-Gazetted (Ministerial) post]	26 [15-Unreserved, 07-OBC, 03-SC & 01- ST	Pay Band-2 [Rs. 9,300-34,800/- with Grade Pay of Rs. 4,200/-] [Other allowances as admissible to Central Govt. Employees of equivalent grade plus 15% Special Security Allowance are also admissible.]	"Bachelor's Degree from a recognized University".	Between 20 to 28 Years.
Deputy Field Officer (General) [A Group 'B' Non-Gazetted post]	23 [13-Unreserved, 05- OBC, 04-SC & 01-ST]	Pay Band-2 [Rs. 9,300-34,800/- with Grade Pay of Rs. 4,200/-] [Other allowances as admissible to Central Govt. Employees of equivalent grade plus 15% Special Security Allowance are also admissible.]	"Bachelor's Degree from a recognized University".	Between 20 to 28 Years.

Age is relaxable for Govt. Servants and SC/ST/OBC candidates in accordance with the instructions or orders issued by the Central Government from time to time, in this regard.

Note: The crucial date for determining the age limit shall be the last date of receipt of applications (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu & Kashmir State, Lahaul & Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Union territory of Andaman & Nicobar Island or Lakshadweep).

2. **Last date of receipt of application:** 30 (thirty) days from the date of publication of this advertisement in the Employment News. **(Closing date for the candidates from North-Eastern Regions will be 45 days from the date of publication of the advertisement in the Employment News).**

3. Interested candidates may apply by ordinary post to **AD (Pers-A), Post Bag No.3003, Lodhi Road Post Office, New Delhi - 110003** so as to reach within 30 days from the date of publication of the advertisement which would also be the crucial date for determining the age limit. Application received after closing date will not be entertained. Application should be filled as per the format given below in "**Capital Letters**" & may be sent along with two copies of recent passport size photograph duly attested by Gazetted Officer in addition to the one affixed on the application. Govt. servants applying for the above post should forward their applications "through proper channel" and should enclose "No Objection Certificate" obtained from Head of their Office/ Deptt./Ministry. Candidates are advised to indicate the name of the post for which applying on the right hand top corner of the envelope containing the application. Applications received unsigned, not filled correctly/completely are liable to be rejected and the onus of such rejection would be on the candidate.

4. The Selection to the above posts is proposed to be made on the basis of written examination **(to be held in English medium only)** followed by interview. Only those candidates who qualify the written examination as per the laid down standards will be called for the interview which will be held subsequently and no correspondence in this regard shall be entertained. However, this Department reserves the right for any subsequent alteration/ modification in the criteria for Selection.

Note: The recruitment process for the post of Deputy Field Officer (General) for which the advertisement inviting applications was published earlier in Employment News/Rozgar Samachar dated 24 - 30 July 2010 and other Newspapers has been cancelled due to administrative reasons. As such, in the present recruitment to the post of Deputy Field Officer (General), applications of only those candidates will be included/considered who will apply afresh in response to this advertisement.

Assistant Director (Pers-A)
Application for the post of _____ in Aviation Research Centre, Cabinet Secretariat, Government of India

- Full name in capital: _____
- Father's Name: _____
- Sex (write 'M' for Male & 'F' for Female): _____
- Whether SC/ST/OBC (if yes, attach proof) _____
- Nationality: _____
- Religion: _____
- Marital Status (Single/Married): _____
If married - a) Religion of Spouse: _____ b) Nationality of Spouse: _____
- (i) Date of Birth: _____ (attach attested photocopy of age certificate) ,
(ii) Age as on last date of receipt of application: _____ Years _____ Months _____ Days
- Is any age relaxation being claimed (write 'Yes' or 'No'): _____
If 'Yes', tick as applicable: Government Servant/OBC/SCI/ST
- Educational Qualification (attach attested photocopies of certificates & mark sheets): -

Affix your recent passport size photograph duly attested by Gazetted Officer

Exam/Degree passed (10 th onwards)	Board/ Univ.	Year of passing	Duration of the Degree/ Diploma	Subjects Studied	Aggregate marks with percentage

- Present Postal Address (Please mention Pin Code and name of State clearly): _____
- Permanent Address: (Please mention Pin Code and name of State clearly): _____
- Telephone/Mobile Number (if any): _____
- E-mail address (if any): _____
- Whether employed or not (write 'Yes' or 'No'): _____
If 'Yes', Details of employment in Chronological order: -

Office/Institution/ Organization	Post Held	Adhoc/Regular/ Temp. /Pmt.	Exact date to be given From To	Scale of Pay	Nature of Duties

16. Details of enclosures: _____

Declaration

I hereby declare that (a) I fulfill the eligibility conditions for the post applied for; (b) I have not submitted any other application in response to the same advertisement. I also declare that all information furnished in this application are true and correct to the best of my knowledge and belief and in the event of information or part thereof being found false or incorrect at any stage, my candidature/appointment is liable to be cancelled/ terminated without any notice and action can be taken against me.

I also declare that I am informing/ have informed my Head of Office/ Deptt. /Ministry in writing that I am applying for this post (applicable for Government employees only).

Date: _____

Place: _____

Signature of the Candidate