

F.No. A-12024/1/2024-Estt. 1224
Government of India
Ministry of Home Affairs
National Intelligence Grid

1-Andheria Mor, Vasant Kunj,
New Delhi – 110074
Dated, the 7th February, 2024

To

1. The Secretary General, Lok Sabha Secretariat/Rajya Sabha Secretariat, New Delhi
2. The Secretary, President's Secretariat/Vice-President's Secretariat/NITI Aayog/Election Commission of India/Union Public Service Commission/Central Vigilance Commission
3. The Registrar (Administration), Supreme Court of India
4. Secretaries of all Central Ministries, Government of India
5. The Chief Secretaries/Administrators of all State Governments/Union Territories
6. All Central Law Enforcement and Intelligence Agencies
7. Resident Commissioners of all State Governments/Union Territories in New Delhi.

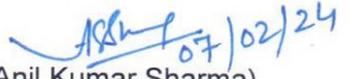
Subject: Vacancy Circular for filling up of 01 post of Director on Deputation/Absorption Basis (For Ex-Servicemen: Deputation/ re-employment) in National Intelligence Grid, Ministry of Home Affairs- reg.

Sir / Madam,

It is proposed to fill up 01 post of Director on Deputation/Absorption Basis (For Ex-Servicemen: deputation/re-employment) in National Intelligence Grid, Ministry of Home Affairs.

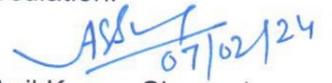
2. The particulars of the above-mentioned post, pay scale, eligibility conditions etc. are given in the Vacancy Circular **attached** herewith (07 pages).
3. It is requested that wide publicity may be given to the vacancy circular amongst officers under your administrative control.

Yours faithfully,


(Anil Kumar Sharma)
Under Secretary (Estt.)
Tel. No.26757150

Copy to:

1. All Ministries/Departments of the Central Government, with the request that wide publicity may be given to the vacancy circular in their Ministry/ Departments /Attached office(s)/ Subordinate office(s). Applications of the eligible candidates may be forwarded to National Intelligence Grid in the prescribed *pro forma* within a period of **45 days** from the date of publication of the vacancy circular in Employment News.
2. All sections/Desks in the Ministry of Home Affairs.
3. All sections in National Intelligence Grid.
4. SO (IT), Ministry of Home Affairs, with request to upload the vacancy circular as well application/Biodata pro form as Word document on MHA web portal <https://www.mha.gov.in/en/notifications/vacancies> for wider circulation.


(Anil Kumar Sharma)
Under Secretary (Estt.)

F.No. A-12024/1/2024-Estt. 1224
Government of India
Ministry of Home Affairs
National Intelligence Grid

1, Andheria Mor, Vasant Kunj Road,
New Delhi-110070

Dated: 7th February, 2024

VACANCY CIRCULAR

National Intelligence Grid (NATGRID), an attached office of Ministry of Home Affairs, Government of India, invites applications from eligible officers under Central or State Government or Union Territories for filling up the following post on Deputation/Absorption (For Ex-Servicemen: Deputation/re-employment) Basis in National Intelligence Grid, Ministry of Home Affairs in consultation with UPSC. The particulars of the posts, pay scales, eligibility conditions etc. are as given below:

1. **Name of the Post** : Director
2. **No. of Post** : 01(one)
3. **Classification** : General Central Service, Group 'A', Gazetted,
Non-Ministerial
4. **Pay Scale** : Level -13 (Rs.1,23,100-2,15,900/-)
5. **Mode of Recruitment** : By Deputation/Absorption (For Ex-Servicemen:
Deputation/re-employment)

6. Duties and Responsibilities of the Post:

- (i) Work closely with technology and/or project management team for realization of NATGRID's IT solution as per specifications and required controls to manage risk.
- (ii) Work closely with other internal teams/Divisions for concurrent implementation of functional as well as non-functional aspects viz. IT solution, information security and project management aspects.
- (iii) Contribute in identification of emerging technological areas with an aim to build innovative solutions, including those that enhance security of data and data privacy.
- (iv) Ensure that design of NATGRID's IT solution, Data Centre operations and compliance audits are as per standards for IT and information security.
- (v) Contribute towards formulation and implementation of framework for assessing, identifying, monitoring and reducing risks that could interfere with NATGRID's objectives.
- (vi) Contribute towards organizational strategy, including in terms of capabilities to be offered through NATGRID's IT solution to enhance its utility for User Agencies (UAs) and for effective utilization of data provided by Providing Organizations (POs).

7. Eligibility:

Officers of the Central or State Government or Union Territories:

- (a) (i) holding analogous post on regular basis in the parent cadre or department;
or
(ii) with five years' regular service in level-12 (Rs. 78,800 -2.09,200) in the pay matrix or equivalent in the parent cadre or department; and,
(b) possessing the following educational qualification and experience:

Essential:

- (i) Master's in technology or engineering in electronics or communication or electrical or computer science or information technology from a recognized university or institute;
(ii) fifteen years experience in the relevant field out of which at least five years experience in management of large-scale IT projects with focus on information security/data privacy.

Desirable: Three years' experience at National Intelligence Grid (NATGRID).

For Ex-Servicemen

Deputation/re-employment:

The Armed Forces Personnel due to retire or who are to be transferred to reserve, within a period of one year and having the requisite experience and qualifications prescribed above shall also be considered. Such persons would be given deputation terms upto the date on which they are due for release from the Armed Forces; thereafter, they may be continued on re-employment.

Note: *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. The maximum age-limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of application.*

8. The pay of the selected officer will be regulated in accordance with extant guidelines issued by Government of India, as amended from time to time.

9. The maximum age limit for appointment on deputation shall be 56 years.¹ Accordingly, the persons who will be crossing the age of 56 years, on the last date of receiving of application as indicated above, need not apply. 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 five years.

10. Candidates who apply for the post will not be allowed to withdraw their candidature subsequently.² Only such recommendations as are accompanied by the requisite personal data as in **Annexure-I** will be considered.

11. Applications in **duplicate**, in the prescribed *pro forma* (**Annexure-I**) given below, including **cadre clearance** and **attested copies** of complete and up-to-date

¹ DoPT OM F.No. AB-14017/11/2017-Estt.(RR) dated 05.02.2018

² DoPT OM F. No. AB 14017/71/89-Estt.(RR) dated 03.10.1989

APARs of last five years (with rubber stamp on each page) of the officers who can be spared in the event of their selection may be sent to **Deputy Director (Estt.), NATGRID, Ministry of Home Affairs, 1, Andheria Mor, Vasant Kunj Road, New Delhi-110074**, within a period of **45 days** from the date of publication of this vacancy circular in the Employment News.

12. It may be noted that applications received after the last date or without the copies of APARs or other-wise found incomplete will not be considered. The Curriculum Vitae (CV) duly supported by documents will be assessed by the Selection Committee while selecting candidates for appointment to posts on deputation/absorption basis.³ **Applications not accompanied by supporting certificates/ documents in support of Qualification and Experience claimed by candidates would not be processed for determining the eligibility of candidates for selection.**⁴

13. While forwarding the applications, the Cadre Controlling Authority may certify all the points provided in the prescribed *pro forma* (last page of **Annexure-I**), including the correctness of facts provided by the candidate in the application and that in case candidate gets selected, he/she would be relieved immediately.


(Anil Kumar Sharma)
Deputy Director (Estt.)
Tel. No.26757150

³ DoPT OM F. No.AB.14017/10/2000-Estt.(RR) dated 29.08.2005

⁴ DoPT OM F. No. AB.14017/28/2014-Estt.(RR) dated 02.07.2015

BIO-DATA/CURRICULUM VITAE PROFORMA

1.Name and Address (in Block Letters)		
2.Date of Birth (in Christian era)		
3.i) Date of entry into service		
ii) Date of retirement under Central/State Government Rules		
4.Educational Qualifications		
5.Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)		
Qualification/Experience required as mentioned in the advertisement/vacancy circular		Qualification/experience possessed by the officer
Essential		Essential
A) Qualification		A) Qualification
B) Experience		B) Experience
Desirable		Desirable
A) Qualification		A) Qualification
B) Experience		B) Experience
5.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.		
5.2 In the case of Degree and Post Graduate Qualifications Elective/main subject and subsidiary subjects may be indicated by the candidate.		
6.Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.		
6.1 Note: Borrowing Departments are to provide their specific comments/views confirming the relevant Essential Qualification/Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.		

7. Details of Employment, in chronological order. **Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.**

Office/Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting experiences required for the post applied for

***Important:** Pay Level/ Pay Scale/ Pay Matrix Level granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Level/ Pay Scale/ Pay Matrix Level of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below:

Office/Institution	Pay Level/ Pay Scale/ Pay Matrix Level drawn under ACP/MACP Scheme	From	To

8. Nature of present employment i.e. Adhoc or Temporary or Quasi-Permanent or Permanent			
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/orga nization to which the applicant belongs.	d) Name of the post and pay of the post held in substantive capacity in the parent organization
9.1 Note: In case of officers already on deputation, the application of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity Certificate.			
9.2 Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/organization			
10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.			
11. Additional details about present employment: Please state whether working under (Indicate the name of your employer against the relevant column) a) Central Government b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others (Inc. Union Territory)			
12. Please state whether you are working in the same department and are in the feeder grade or feeder to feeder grade			
13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale			
14. Total emoluments per month now drawn			
Pay Level/ Pay Scale/ Pay Matrix			Total Emoluments
15. In case the applicant belongs to an Organization which is not following the Central Government Pay-Scales, the latest salary slip issued by the Organization showing the following details may be enclosed/			
Basic Pay with Scale of Pay and rate of increment		Dearness Pay/ interim relief/ other allowances etc., (with	Total Emoluments

	break-up details)	
<p>16.A Additional information, if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient)</p>		
<p>16.B Achievements: The candidates are requested to indicate information with regard to: (i) Research publications and reports and special projects (ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and; (iv) Patents registered in own name or achieved for the organization (v) Any research/innovation measure involving official recognition (vi) Any other information (Note: Enclose a sperate sheet if the space is insufficient)</p>		
<p>17. Please state whether you are applying for deputation/Absorption/Re-employment Basis.# (Only officers under Central Government are eligible for "Absorption"/Re-employment).</p>		
<p># (The option of 'Absorption'/'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "Absorption" or "Re-employment").</p>		
<p>18. Whether belongs to SC/ST</p>		

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

Date

(Signature of the Candidate)

Address

Certification by the Employer/ Cadre Controlling Authority

The information /details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possess educational qualifications and experience mentioned in the vacancy circular. If selected, he/she will be relieved immediately.

2. Also certified that: -

- i. There is no vigilance or disciplinary case pending / contemplated against Shri/Smt.....
- ii. His /Her integrity is certified.
- iii. His/ Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary or the Government of India or above are enclosed.
- iv. No major/minor penalty has been imposed on him/her during the last 10 years or a list of major/minor penalties imposed on him/her during the last 10 years is enclosed. (as the case may be)

Countersigned

(Employer/Cadre Controlling Authority with Seal)