

No. A. 35021/1//2009- Admn.I (LD)
Government of India
Ministry of Law & Justice
Legislative Department

Shastri Bhawan, New Delhi,
Dated the 27th December, 2011.

To:
The Chief Secretary to the
Government of -----

Subject:- Appointment to the post of Superintendent (Printing) by Deputation/ Promotion in the Official Languages Wing, Legislative Department, Ministry of Law & Justice.

Sir,

I am directed to say that one vacancy in the grade of Superintendent (Printing) in the Official Languages Wing of the Legislative Department, Ministry of Law & Justice is required to be filled on Deputation/ Promotion basis. The post of Superintendent (Printing) belongs to General Central Service, Group 'B' (Gazetted) (Non-Ministerial) in the pay band of Rs.9300- 34,800/- with Grade Pay of Rs.4600/-. Deputation/ Promotion to the said post is to be made from amongst the officers of the Central/State Government :-

- (a)(i) holding analogous posts on regular basis in the Parent Cadre/Department; **or**
(ii) with two years' service in the grade rendered after appointment thereto on regular basis in the scale of pay of Rs.6500-10500/- (Pre-revised) or equivalent in the Parent Cadre/Department;
or
(iii) with five years' service in the grade rendered after appointment thereto on regular basis in the scale of pay of Rs.5500-9000/-(Pre-revised) or equivalent in the Parent Cadre/Department;
and
(b) Possessing the following educational qualifications and experience:
(i) Bachelor's degree in Law (LLB) from a recognised University or equivalent;
(ii) Three years' experience of proof reading of Bills, Acts and Ordinances in a Central/State Government Press;
(iii) Passed High School or any higher examination from a recognised Board/University or equivalent through Hindi medium or had offered Hindi as a subject in high School or any higher examination from a recognised Board/University or equivalent.

Desirable :

Diploma in Printing Technology from a recognized University or equivalent.

2. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the last date for receipt of applications.

करी किता

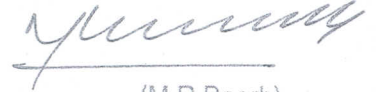
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3. It is requested that applications from suitable Officers in the prescribed proforma (enclosed), who possess the requisite qualifications and experience, and are willing to be considered for appointment to the post, may be forwarded to this Department together with their up-to-date CR dossiers and vigilance clearance with in 60 days from the date of publication of this vacancy circular in the Employment News.

Encls. As above

Yours faithfully,



(M.R. Beerh)
Director (Administration)
Tel.: 23389014.

Copy to: -

1. All Ministries/Departments of the Government of India. {for giving wide publicity}.
2. DS (Official Languages Wing) / DS (Vidhi Sahitya Prakashan) [for giving wide publicity].
3. Ms. Nalini Rani, Editor, Employment News, East Block Level-III, R. K. Puram, New Delhi.

[It is requested that the vacancy may kindly be published in the Employment News in the forthcoming issue and **the time limit for submission of application may be given as 60 days form the date of publication of the said vacancy in the Employment News.** A copy of the advertisement may kindly be sent to this Department at an early date. The bill for payment may also be sent to this Department immediately.]

4. In charge, NIC-Cell, M/o Law & Justice with request to upload the aforesaid circular on the website of this Ministry by way of giving a link "vacancy circular" on the Home page.
5. The Department of Personnel and Training with a request to upload the said vacancy circular on their website.



(V.K. Babu)
Section Officer.
Tel: 23385023.

PROFORMA

1.	Name of the Officer	:	
2.	Post for which to be considered	:	
3.	(a) Date of Birth (b) Date of retirement	:	
4.	Educational and other qualifications possessed by the Officer	:	
5.	Present post held on regular basis under the Central/ State Government with Pay Band + Grade Pay	:	
6.	Date of appointment to the present grade	:	
7.	If belongs to schedule Caste/ Scheduled Tribe/OBC	:	
8.	Brief particulars of service with nature of duties-performed	:	
9.	Experience	:	
10.	Remarks	:	

Place:

Date:

Signature of the Candidate.

CERTIFICATE

The particulars have been verified from his/her Service Book.

Signature of the Head of the Office.