

File No. MoES-28(6)/2011-Estt.
Government of India
Ministry of Earth Sciences,
Block No.12, CGO Complex,
Lodi Road, New Delhi

Dated September, 2011

OFFICE MEMORANDUM

Subject:- Filling up of vacant post of Scientist 'E' (Erstwhile DDGM) in PB-4 GP ₹ 8700 respectively on deputation basis in the office of the India Meteorology Department.

There are three (3) vacant posts of Scientist 'E' (Erstwhile DDGM) in PB-4 GP ₹ 8700 lying vacant in the office of the India Meteorological Department under the Ministry of Earth Sciences. It is proposed to fill up these posts on deputation basis by appointment of suitable Scientists from the Central Governments and DRDO, ISRO and CSIR etc.

2. The job description of the post is given in the **Annexure-I**. The pay of the officer selected for the post on deputation will be regulated in accordance with the Deptt. Of Personnel & Training O.M. No. 6/08/2009-Estt.(Pay-II) dated 17.06.2010 as amended from time to time.

3. It is requested that applications (in duplicate) in the enclosed proforma duly signed by the applicant and endorsed by the employer alongwith the complete and up-to-date Confidential Reports/APARs of last five years of the officers who fulfill the eligibility conditions and possess the essential/desirable qualifications/experience and who can be spared in the event of their selection may be sent to the undersigned within 30 days from the date of issue of this circular. In case original ACRs/APARs cannot be sent, photocopies of the ACRs/APARs for the last five years, duly attested by an officer not below the rank of Under Secretary may please be forwarded. Applications received directly or without signature of the applicant and endorsement by the employer or after the last date or without the Confidential Reports/APARs or otherwise found incomplete will not be considered. While forwarding the applications (in **Annexure-II**), it may be verified and certified that the particulars furnished by the Scientists are correct and that no disciplinary case is pending or contemplated against the officer and he/she not been awarded any major/minor penalty during the last 10 years. Integrity of the officer should also be certified.

4. Proforma for applying to the post and other details are also available on this office website www.moes.gov.in.

(Vasudha Gupta)
Director, (Estt.)

Encl: As above.

Copy to:-

1. All Scientific Ministries, DRDO, ISRO and CSIR with request to further circulate above vacancy amongst the units working under their administrative control.
2. Ministry of Defence/Air force Headquarters/Naval Headquarters.
3. IT Division, MoES New Delhi
4. Director General, IMD, Mausam Bhawan, New Delhi.
5. Joint Secretary, (O/N) Navy, Ministry of Defence, D(AG) Sena Bhawan, New Delhi
6. Joint Secretary, (G/Air) Air force, Ministry of Defence, D(AG) Sena Bhawan, New Delhi
7. Director, (AG), Ministry of Defence, D(AG) Sena Bhawan, New Delhi

JOB DESCRIPTION FOR THE POST OF Scientific 'E' (Erstwhile DDGM)

1. Name of the Post : Scientific 'E' (Erstwhile DDGM)
2. Status : Group 'A' Gazetted
3. Scale of pay : PB-4 GP ₹ 8700.
4. Eligibility : Scientists under the Central Governments, DRDO, ISRO and CSIR
Holding analogous post on regular basis in the parent cadre or department; or

With atleast five years regular service in PB-3+grade pay ₹ 7600.

and

Essential
- (a) Possessing the following educational qualifications and experience.
- (i) Master Degree in Science or Degree in Engineering of a recognised university or equivalent.
- (ii) Having atleast Twelve years experience in responsible capacity in the filed of Meteorology / Atmospheric Science including experience in research, development and Research Management.
- Desirable**
- (i) A doctorate or equivalent research publication in the filed of specialization.
5. Age limit : The maximum age limit for appointment by deputation (including short-term contract) shall be not exceed 56 years.
6. Duties attached to the post : (i) Specialization in the filed of Aviation Weather Forecasting and Nowcasting,
(ii) Numerical Weather Prediction and Synoptic Meteorology and
(iii) Marine Meteorology having atleast 10 years experience in theoretical and operational aspects in above filed.
7. Period of deputation : Period of deputation (including short-term contact) in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Govt. shall ordinarily not exceed three years, extendable upto five years.
8. Location of the post : Headquarter Office, New Delhi

APPLICATION FORM

1. Name and address in Block letters:
2. Date of Birth (in Christian era):
3. Date of retirement under Central/State Govt. 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).

S.N.	Qualifications/ Experience required	Qualifications, Experience Possessed by the Officer

6. Please state clearly whether in the Light of entries made by your above, you meet the requirement 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.

S.N.	Office/Instt./Orgn.	Post Held	From	To	Scale of pay & Basis Pay	Nature of duties

8. Nature of present employment i.e. ad-hoc 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/Organisation/ Service to whom you belong.

10. Additional details about **present employment:**

Please state whether working under:

- a. Central Government.
- b. State Government.
- c. Central Autonomous Organisation.
- d. Central Government Undertakings.
- e. Universities.

11. 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.

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.

14. Whether belongs to SC/ST/OBC.

15. Remarks (If any)

Date :

Signature of the candidate
Address and Tele. No.

Endorsement by Employer

The particulars mentioned by the applicant have been verified and found to be correct. It is certified that no disciplinary/vigilance case is pending/contemplate against him/her and he/she has not been awarded any major/minor penalty during the last 10 years. His/Her up-to-date CR Dossier (including ACRs/APARs for the last 5/6 years) is enclosed. Integrity of the officer is also certified.

Signature
Name & Designation
Complete address & Tele. No.