


**DELHI STATE INDUSTRIAL & INFRASTRUCTURE DEVL. CORPN. LTD.**  
**N-36, Bombay Life Building, Connaught Circus, New Delhi - 1**  
**(PERSONNEL DIVISION)**

No. DSIIIDC/Estt./Deputation/2017-18/Vol-IV

Dated : 26.11.2019

**VACANCY CIRCULAR**

	<b>Delhi State Industrial &amp; Infrastructure Development Corporation Ltd.</b> <b>N-36, Bombay Life Building, Connaught Circus, New Delhi-110001</b> <b>Tel: +91-11-23713346, website: <a href="http://www.dsiidc.org">www.dsiidc.org</a></b>		
<b><u>NOTICE FOR RECRUITMENT ON DEPUTATION BASIS</u></b>			
Applications are invited for the following posts on deputation basis from the eligible officers of Central Government/ State Government/ Public Sector Undertaking/ Autonomous Bodies. For the post of Financial Controller, preference will be given to those who have experience in preparation and execution of budget and Financial Statement:			
S.No.	Name of the Post	No. of Posts	The level of Pay Matrix
1.	Financial Controller	01	Level-12 [Rs. 15600-39100-7600 (GP) : Pre-revised]
2.	Superintending Engineer (Civil)	04	Level-12 [Rs. 15600-39100+7600 (GP) : Pre-revised]
3.	Executive Engineer (Civil)	08	Level-11 [Rs. 15600-39100+6600 (GP) : Pre-revised]
4.	Chief Manager	01	Level-12 [Rs. 15600-39100+7600 (GP) : Pre-revised]
5.	Senior Manager	05	Level-10 [Rs. 15600-39100+5400 (GP) : Pre-revised]

**Last date for submitting the application is 31<sup>st</sup> December 2019.**

The deputation will be initially for the period of one year. The applicants may forward their application through proper Channel with NOC and ACRs for the last five year. For further details regarding eligibility classification, number of posts, mode of recruitment, instructions to candidates etc. kindly refer to the detailed advertisement on our website [www.dsiidc.org](http://www.dsiidc.org)

**Divisional Manager (Personnel)**



Delhi State Industrial and Infrastructure Development Corporation Ltd.

**Delhi State Industrial & Infrastructure Development Corporation Ltd.**

**N-36, Bombay Life Building, Connaught Circus, New Delhi**

**URL: [www.dsiidc.org](http://www.dsiidc.org)**

**NOTICE FOR RECRUITMENT ON DEPUTATION BASIS**

Applications are invited for the following posts '**On Deputation Basis**' from the eligible officers/officials of Central Government/ State Government/ Public Sector Undertakings/ Autonomous Bodies:

S. No.	Name of the post	Number of Post	The level of Pay Matrix	Recruitment Rules
1	Financial Controller  <i>(Preference will be given to those who have experience in preparation and execution of budget and Financial Statements)</i>	01	Level-12	<p>a) (i) Holding analogous Post on regular basis in parent cadre or department.</p> <p style="text-align: center;"><b>OR</b></p> <p>(ii) Chief Accounts Officer or equivalent with regular service of 5 years in the Level 11 in Pay Matrix in any of the Central/State Government/PSUs/ Autonomous Organization/Equivalent cadre of the Government of NCT of Delhi.</p> <p style="text-align: center;"><b>OR</b></p> <p>(iii) Divisional Accounts Officer or equivalent with regular service of 10 years in the Level 10 in Pay Matrix in any of the Central/State Government/PSUs/ Autonomous Organization/Equivalent cadre of the Government of NCT of Delhi.</p> <p><b>b) Possessing the following qualifications:</b></p> <p>(i) Chartered Accountant/CMA.</p> <p><b>Desirable:</b> Full time MBA (Finance).</p>
2	Superintending Engineer (Civil)	04	Level-12	<p>a) (i) Holding analogous Post on regular basis in parent cadre or department.</p> <p style="text-align: center;"><b>OR</b></p> <p>(ii) Executive Engineer(Civil) possessing full time Degree in Civil Engineering from a recognized University in the Level 11 of Pay Matrix in any of the Central/ State Government/PSUs/ Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi with 5 years of regular service.</p> <p style="text-align: center;"><b>OR</b></p> <p>(iii) Assistant Executive Engineer(Civil) in the in the Level 10 in Pay Matrix of any of the Central/State Government/ PSUs/ Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi with 10 years of regular service.</p> <p><b>b) Possessing the following qualifications:</b></p> <p>Degree in Civil Engineering from a recognized University/Institute.</p> <p><b>Experience:</b></p> <p>Experience in contract law, e-governance, building by laws and construction of large scale buildings.</p>

				<p><b>Desirable:</b> Attended a workshop or short-term course on contract law, e-governance Buildings by laws.</p>
3	Executive Engineer (Civil)	08	Level-11	<p>a) (i) Holding analogous Post on regular basis in parent cadre or department. OR (ii) Assistant Executive Engineer(Civil) in the Level 10 in Pay Matrix in any of the Central/State Government/PSUs/ Autonomous Organization/ Equivalent cadre of the Government of NCT of Delhi with 5 years of regular service. OR (iii) Assistant Engineer(Civil) in the Level 8 in Pay Matrix in any of the Central/State Government/PSUs/ Autonomous Organization/Equivalent cadre of the Government of NCT of Delhi with 6 years of regular service.</p> <p><b>b) Possessing the following qualifications:</b> Degree in Civil Engineering from a recognized University/Institute.</p> <p><b>Experience:</b> (i) Worked for a minimum 7 years practical experience in a responsible position in a Central/ State Government /PSU/ Autonomous Organization. (ii) Experience in contract law, e-governance, building by laws and construction of large scale buildings.</p> <p><b>Desirable:</b> Attended a workshop or short term course on contract law, e-governance Buildings by laws.</p>
4	Chief Manager	01	Level-12	<p>a) (i) Holding analogous Post on regular basis in parent cadre or department. OR (ii) Divisional Manager or equivalent with minimum 05 years of regular service in the Level 11 of Pay Matrix in any of the Central/State Government/ PSUs/Autonomous Organization possessing the educational qualifications given below/ DANICS or equivalent cadre of the Government of NCT of Delhi. OR (iii) Sr. Manager or equivalent with minimum 10 years of regular service in the Level 10 of Pay Matrix in any of the Central/State Government/PSUs/Autonomous Organization or equivalent cadre of the Government of NCT of Delhi.</p> <p><b>b) Desirable:</b> MBA/MA(Economics)/MCA from a recognized University/Institute.</p>
5	Senior Manager	05	Level-10	<p>a) (i) Holding analogous Post on regular basis in parent cadre or department. OR</p>

		<p>(ii) Manager or equivalent with minimum 4 years of regular service in the Level 8 in Pay Matrix in any of the Central/State Government/PSUs/ Autonomous Organization/Equivalent cadre of the Government of NCT of Delhi.</p> <p style="text-align: center;">OR</p> <p>(iii) Assistant Grade-I or equivalent with minimum 8 years of regular service in the Level 6 in Pay Matrix in any of the Central/State Government/PSUs/ Autonomous Organization/Equivalent cadre of the Government of NCT of Delhi.</p> <p><b>b) Possessing the following qualifications:</b></p> <p>Bachelor's Degree with minimum 50% marks from a recognized University/ Institute.</p> <p><b>Experience:</b> 10 years in managerial (above E-O level) capacity in Government/Corporation/ reputed Commercial Company/ Organization.</p> <p><b>Desirable:</b></p> <p>MBA/MA(Economics)/ MCA from a recognized University/ Institute.</p>
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The applications must be reached by 31<sup>st</sup> December 2019 at **N-36, Bombay Life Building, Connaught Circus, New Delhi-110001**. The deputation will be initially for the period of one year. The applicants may forward their application through proper channel with NOC, Vigilance Clearance and last five years APARs to the undersigned by the stipulated date, time and venue. Applications received after 31.12.2019 will not be entertained.

**Divisional Manager (Personnel)**

Note:-

- (1) Envelope containing application should be super-scribed with "APPLICATION FOR THE POST OF \_\_\_\_\_ (SL. NO. \_\_\_\_\_)."
- (2) The pay of the officials selected will be regulated by CCS (RP) Rules, 2016 dated 25.07.2016 (amended from time to time) and the maximum age limit for appointment on deputation shall be 56 years on the date of closing of the applications.
- (3) In addition to pay, DA/ HRA and other allowance are payable as admissible to the employees of the Corporation. The deputationist will be governed by standard terms and conditions of deputation as applicable from time to time.
- (4) Mere fulfillment of educational qualifications and experience does not entitle a candidate to be called for interview. DSIIDC will adopt its own criteria for holding the interview.
- (5) The number of posts is indicative only. The management may increase or decrease the number of posts in each category on its discretion, based on requirements.
- (6) For the above posts interested candidates presently serving in Central Govt. / State Government / Public Sector Undertakings/ Autonomous Organizations/equivalent cadre of Govt. of NCT of Delhi and keen to serve on deputation may please apply so that their application reaches us by **31<sup>st</sup> December, 2019**, in the enclosed proforma (Annex.-A) along with, passport size photograph duly pasted on the application form, self attested photo copies of educational certificates. The lending department while forwarding the application may ensure that experience of the applicant, NOC, Vigilance Clearance and APARs of the last five years etc. are attached duly authenticated by the Appropriate Authority, failing which application will not be entertained. The applicant should bring the testimonials in original of all the qualifications and experience in the relevant area over and above the minimum prescribed qualification, at the time of interview.
- (7) **No TA/ DA** shall be paid to the short-listed candidate for attending interview.
- (8) Complete applications (in all respect) should be sent to Personnel Division, Delhi State Industrial & Infrastructure Development Corporation Limited, N-36, Bombay Life Building, Connaught Circus, New Delhi-110001. Applications received after the closing date (i.e. **31<sup>st</sup> December, 2019**) will not be entertained.
- (9) Candidates serving in Private/Corporate bodies are not eligible, hence they may not apply for the posts.

**Divisional Manager (Personnel)**

**FORMAT OF APPLICATION**

1. Advertisement dated : .....
2. Post applied for : .....
3. Name in full (Block Letters): .....
4. Father's/ Spouse Name : .....
5. (a) DOB: (dd/mm/yyyy) : .....
- (b) Age on closing date : .....
6. Belongs to category : .....
7. Educational / Technical Qualifications: (In chronological order from matriculation onwards).

Affix Colored Passport  
size photograph  
  
(not more than three  
month old)

S.No.	Name of Course/ Exams passed	University / Institution / Board	Duration of the Course	Year of Passing	Main subjects taken	Subject specialisation of	Div./ Class & % of Marks

(Enclose a separate sheet, duly authenticated by your signature, if the given space is insufficient)

8. Employment Record: (Details in chronological order, starting with the first job to current employment status).

S.No.	Name & Address of Employer	Post/ Designation	Please specify whether the post was held on adhoc/ regular/ permanent/ current duty charge/ MACP basis	Period (from – To)	Total period of each employment in years, months & days for the said post/ designation	Scale of pay & grade pay	Nature of duties

(Enclose a separate sheet, duly authenticated by your signature, if the given space is insufficient)

9. Total Experience in years.....

10. Total Experience in years as per eligibility criteria of DSIDC

11. Computer skills : .....

12. Course/ Certification: .....

13. (i) Address for correspondence (In BLOCK LETTERS):

.....  
.....  
.....

Pin Code : .....

13. (ii) Permanent Address (In BLOCK LETTERS) :

.....  
.....

Pin Code: .....

Telephone Number:.....

14. Employer Address (Controlling Authority/Office):

.....  
.....  
.....

Pin Code : .....

(ii) Telephone No:

(a) Office No. :

(b) Residence No:

(iii) Mobile No. :

(iv) E-mail ID

15. Any other information you may wish to add (like list of publications, Membership of earned societies, awards and recognition, etc. (in brief)) :

.....  
.....



16. Vigilance Status:

Please indicate if : (please tick)	Yes	No
(a) Are you currently under suspension:	.....	.....
(b) A charge sheet and the disciplinary proceeding against you	.....	.....
(c) Prosecution for a criminal charge is pending against you	.....	.....

17. Details of Enclosures:

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18. DECLARATION:-

I Mr./ Mrs./ Ms. .... certify that the foregoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed/ distorted. If at any time I am found to have concealed/ distorted any material information, my appointment shall be liable to be summarily terminated without notice/ compensation.

Place:

Date:

Signature of the candidate

**CERTIFICATE**

**(TO BE FORWARDED BY THE HEAD OF ORGANIZATION )**  
**(Applicable for candidates already working in Central Govt./State Govt./Public Sector**  
**Undertakings/Autonomous Institutions)**

- (i) Certified that the particulars have been verified and found to be correct. It is also certified that no disciplinary/vigilance proceedings are either pending or contemplated against the officer integrity of the officer is also certified.
- (ii) The application of Mr./Mrs./Ms.....is recommended. In case of his/her selection, the Department / organization will relieve him/ her.
- (iii) The Copies of ACRs/ APARs for the last five years are also enclosed.
- (iv) It is hereby declared that we will not have any objection to relieve him/her. in case of his/her selection.

Place:

Date :

**Signature of the Head of the**  
**Organization / Office with Office Seal**