

No. 03/03/2018 -LNJN NICFS

Government of India

LNJN National Institute of Criminology and Forensic Science

(Ministry of Home Affairs)

Institutional Area, Outer Ring Road, Secor-3, Rohini, Delhi – 110 085

22nd February, 2020

To

The Assistant Director, DAVP
Room No 268, Sookhana Bhawan
Phase V, CGO Complex, Lodhi Road
New Delhi – 110 003
E-mail ID: cwdavp3@gmail.com

Sub:- Publication of advertisement in the leading Newspapers

Sir/Madam,

I am directed to enclose herewith an advertisement for publication in the following Newspapers published from Delhi, Mumbai, Chennai & Kolkata **preferably on 28th February, 2020 (Friday):-**

Sl. No.	Name of Newspaper	Size	Language	Places to be published
1	Hindustan	12 CM x 12 CM	Hindi	Delhi
2	Dainik Bhaskar	12 CM x 12 CM	Hindi	Delhi
3	Hindustan Times	12 CM x 12 CM	English	Delhi & Mumbai
4	The Telegraph	12 CM x 12 CM	English	Kolkata
5	The Indian Express	12 CM x 12 CM	English	Chennai, Bengaluru, Hyderabad

- For better exposure, the advertisement may be published preferably on the right hand side page of the Newspapers at the DAVP approved rates.
- Detailed bill in duplicate alongwith clippings of the advertisement may kindly be forwarded to this Institute for adjustment of payment.
- Kindly acknowledge the receipt.

Yours sincerely,

Encl: As above


(Man Pal)

Pvt. Secretary/Admn. Officer (I/c)

Copy to:

- Under Secretary (WS.III), MHA, Jaisalmer House, New Delhi
- Section Officer, IT Cell, MHA, North Block, New Delhi – to upload the enclosed papers on MHA's website.

N.O.O.

- IT Cell, NICFS to upload the enclosed papers on Institute's website.
- Library for giving copy of the news clippings to Assistant.

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Institutional Area, Outer Ring Road, Sector-3, Rohini, Delhi – 110085

Dated the 25th February, 2020

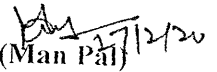
OFFICE MEMORANDUM

Sub: Engagement of Retired Central Govt. Employees against the vacant post of Assistant in LNJNI NICFS (MHA) on contract.

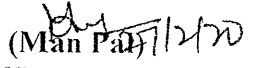
Applications are invited in the prescribed proforma (Annexure-II) from retired Central Government employees for engagement against the post of Assistant in LNJNI National Institute of Criminology and Forensic Science (MHA), Delhi on contract basis as per details given in Annexure-I of this OM.

2. Applications of suitable retired officials, who are eligible and willing, may please be sent to the Director, LNJNI National Institute of Criminology and Forensic Science Institutional Area, Outer Ring Road, Sector-3, Rohini, Delhi – 110085 before 16.03.2020.

Encl.: As above


(Man Pal)
Pvt. Secretary/ Admn. Officer (I/C)

1.	Post	Engagement as Assistant on contract basis
2.	Remuneration	Person engaged will be paid monthly remuneration on the basis of last pay drawn minus pension plus DA (on the date of offer of appointment)
3.	Eligibility	Retired Central Government Employees possessing the following Educational Qualifications and Experience: (i) Graduation from a recognised University. (ii) Two years' experience in handling Administrative, Cash and Accounts Matters..
4.	Period Of Contract	Contract will be initially for a period of one-year or till such time post is filled up on regular basis, whichever is earlier.


 (Man Patil) 2/20
 Pvt. Secretary/ Admn. Officer (I/C)

Bio-Data/Curriculum Vite Proforma

1. Name and Correspondence 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)

Qualifications/ Experience required as mentioned in the advertisement/ vacancy circular	Qualifications / 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

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
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 Level in Pay Matrix [Pay Band + Grade Pay (Pre-revised)] of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

IMPORTANT:- Pay Level in Pay Matrix [Pay Band + Grade Pay (Pre-revised)] granted under ACPs/MACPs are personal to the officer and therefore, should not be mentioned. Only Pay Level in Pay Matrix [Pay Band + Grade Pay (Pre-revised)] of the post held on regular basis is to be mentioned. Details of ACPs/MACPs with present Pay Level in Pay Matrix [Pay Band + Grade Pay (Pre-revised)] where such benefits have been drawn by the candidate, may be indicated as below:-

Office/Institution	Pay Level in Pay Matrix [Pay Band + Grade Pay (Pre-revised)] drawn under ACPs/MACPs Scheme	From	To

8. Nature of present employment i.e. Ad hoc or Temporary or Quasi-Permanent or Permanent or PSU or Private Sector

9. In case the present employment is held on contract basis, please state-

(a)The date of initial appointment	(b)Period of appointment	(c)Name of the parent Organisation to which the applicant belongs	(d)Name of the post and Pay of the post held in substantive capacity in the present Organisation

10. 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 Organisation
- (d) Government Undertaking
- (e) Universities
- (f) Private Organization/ Others

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

Pay Level in Pay Matrix [Pay Band + Grade Pay (Pre-revised)]	Total Emoluments

13. In case the Applicant belongs to an Organisation which is not following the Central Government Pay scales, the latest salary slip issued by the Organisation 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 break-up details)	Total Emoluments

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.

16. (B) Achievements- The candidates are requested to indicate information with regard to:
- i. Awards / Scholarships/ Official Appreciation
 - ii. Any research / innovative measure involving official recognition
 - iii. Any other information
- (Note- Enclose a separate sheet if the space is insufficient)

18. Whether belongs to SC/ST (Please State).

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.

(Name & Signature of the candidate)

Permanent Address:

Phone No.

Email ID.

Place -

Date -