

**DELHI URBAN SHELTER IMPROVEMENT BOARD
GOVT. OF N.C.T. OF DELHI
(Administration Branch)**

No. GA/1073/3/Admn/2015/D-744


Date: 23/11/2020

Sub: Advertisement for post of Member (Finance)

Please find enclosed herewith an advertisement for appointment to the post of Member (Finance) on deputation basis in DUSIB to upload on the website of DUSIB.

Encl: As above

Dy. Director (System)


Dy. Director (Admn.)

Diary No. 414 P.O. (IT-D)
Date: 23/11/2020
Computer Division (DUSIB)
Govt. of NCT of Delhi

DELHI URBAN SHELTER IMPROVEMENT BOARD
GOVT. OF N.C.T. OF DELHI

Delhi Urban Shelter Improvement Board (DUSIB), Govt. of NCT of Delhi established in 2010 is primarily responsible for rehabilitation of Slum Dwellers including their relocation and providing basic amenities to them. The Board invites applications from the suitable officers to fill up the following post on deputation basis:

S. No.	Name of Post	Pay Scale & Grade Pay	No. of Post	Eligibility Criteria
1	Member (Finance)	PB - 4: Rs. 37,400/- 67,000/- with Grade Pay of Rs. 10,000/- (pre-revised) equivalent to level- 14 in 7 th CPC.	01	The Officers working in Government Departments like Central/ State Govt. Public Sector Undertaking/ Semi Govt./ Autonomous or Statutory Bodies of Organized services like Indian Audit & Accounts Service, Indian Revenue Service, Indian Civil Accounts Service, Indian Postal & Accounts Service, Indian Defense Accounts Service, Indian Railway Accounts Service, Indian P & T Accounts Service etc, with minimum 18-20 years of service are eligible. Experience: Minimum 18-20 years experience in accounting and financial matters OR Officer with three years of regular service in the Grade Pay of Rs. 8700 (pre-revised) (Level-13 in 7 th CPC)

How to apply:

Interested candidates may apply with detailed Bio-data in prescribed *Pro forma* duly forwarded by their Controlling Office along with requisite documents by **20.12.2020** to Director (Administration), Room No. 10, Punerwas Bhawan, I. P. Estate, New Delhi-110002.

General Conditions:

- i) The candidates applying on deputation basis must apply through proper channel along-with attested photocopies of certificates.
- ii) The applications must be accompanied with Vigilance Clearance, Integrity Certificate and attested copies of ACRs for the last five years. The advance copy of application will also be accepted pending formal nomination by the concerned cadre controlling authorities.
- iii) The Board reserves the right not to fill up post advertised.
- iv) No TA/DA will be paid to candidate for appearing the interview.
- v) The board shall verify the antecedents or documents submitted by the candidates.
- vi) The board shall not be responsible for any delay/loss due to postal or technical reasons.
- vii) Applications other than in the prescribed form incomplete application, unsigned application, without required documents/testimonials or application received after the last date by posts/courier will be rejected without further communication.
- viii) Application in the prescribed *Pro forma* should reach to the Director (Admn) Room No. 10, Punerwas Bhawan, I.P. Estate, New Delhi on or before **20.12.2020**.


(Abdul Dayyan)
Director (Admn)
011-23378957
ABDUL DAYYAN
Director (Admn.)

Delhi Urban Shelter Improvement Board
Govt. of NCT of Delhi

ANNEXURE-A
CURRICULUM VITAE PROFORMA

1. Name & Address (in Block letters) -
2. Date of Birth (in Christian era) -
3. Date of retirement under Central/State Government rules-
4. Educational Qualifications-
5. Whether Educational Qualification & other qualifications required for the post are satisfied. (if any qualifications has been treated as equivalent to the one prescribed in the rules, state the authority for the same.-

	Qualifications/ Experience required	Qualifications/ Experience possessed by the officer
Essential (1) (2) (3)		
Desired (1) (2)		

6. Please state clearly whether in the light of entries made by you 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 -

Office/ Institution	Post held	From	To	Scale of Pay and basic pay	Nature of duties (in detail)

8. Nature of present employment, i.e. ad hoc or temporary or Quasi-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/ organization to which you belong-
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 Organization
 - (d) Govt. Undertaking
 - (e) Universities
 - (f) Others

11. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.....

12. 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.....

13. Total emoluments per month now drawn.....

14. Additional information, if any, which you would like to mention 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).

15. Please state whether you are applying for deputation (ISTC)/ Absorption/ Re-employment Basis. (Officers under Central/ State Governments are only eligible for "Absorption". Candidates of non-Government organization are eligible only for Short Term Contract.)

16. Whether belongs to SC/ST.....

17. Remarks

(The candidates may indicate information with regard to (i) Research publications and reports and special projects (ii) Awards/ Scholarship/ Official Appreciation (iii) Affiliation with the professional bodies/ institutions/ societies and (iv) any other information.

(Note: Enclose a separate sheet if the space is insufficient)

I have carefully gone through the vacancy circular/ advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the candidate

Address:.....

.....

Date:

Countersigned
(Employer with Seal)