

VACANCY CIRCULAR

No. 2382/Gp B Deputation/DGQA(N)-Pers

GOVERNMENT OF INDIA
MINISTRY OF DEFENCE
DIRECTORATE GENERAL OF QUALITY ASSURANCE
DIRECTORATE OF QUALITY ASSURANCE (NAVAL)

West Block – V, Wing-7,
2nd Floor, RK Puram Sector 1,
New Delhi – 110066
Dated, the 09 Dec 2019

To,
All the Ministries/Departments of Govt of India

**SUB : FILLING UP OF FIFTEEN (15) POSTS OF SENIOR DRAUGHTSMAN
IN DQA(N) IN MINISTRY OF DEFENCE ON DEPUTATION BASIS**

Sir/Madam,

I am directed to state that fifteen (15) posts of Senior Draughtsman are required to be filled in Directorate of Quality Assurance (Naval), Ministry of Defence on deputation basis. The details of the post are as under:-

SI No.	Post & Classification	Eligibility Condition
(a)	Senior Draughtsman (No. of Vacancies – 15; Bengaluru-05, Mumbai-04, Delhi-03, Vizag-03) General Central Service, Group 'B', Non-Gazetted, Non-Ministerial, Level 6 in the pay matrix (Rs. 35400 – 112400)	Officers of the Central Government;- (A) (i) holding analogous posts on regular basis in the parent cadre/ department; or (ii) with five years' service rendered in the grade after appointment thereto on regular basis in Level 6 in the pay matrix (Rs. 35400 – 112400) in the parent cadre/ department; and (B) possessing the following Educational Qualification and experience:- (i) Two years Diploma in Draughtsman (Mechanical) from an Industrial Training Institute; (ii) Two years experience in Mechanical Drawing of Machinery and Spares.

2. The period of deputation including the 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 deputationists is 56 years, as on closing date of receipt of applications. The

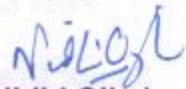
appointment on deputation shall be governed by the terms and condition laid down in Department of Personnel & Training's O.M. No. 6/8/2009-Estt. (Pay II) dated 17 Jun 2010 and its subsequent amendments, if any.

3. It is requested that the application (**in duplicate**) in the enclosed proforma alongwith the complete and up-to-date CR dossiers or photocopies of ACRs/APARs for the last 05 years (duly attested by an officer not below the rank of Under Secretary) and Integrity Certificate (duly verified by an officer not below the rank of Deputy Secretary) of the officers who could be spared in the event of their selection may be sent so as to reach **Joint Director (Pers), Directorate of Quality Assurance (Naval), Wing-7, West Block – V, RK Puram, Sector 1, New Delhi-110066** within 60 days of the date of publication of this advertisement. **Applications received late or without the ACRs/APARs, Integrity Certificate, Cadre Clearance and Vigilance Certificate or otherwise found incomplete will not be considered.** While forwarding the application, it may be verified and certified by the Cadre Controlling Authority that the particulars furnished by the officers are correct and that no disciplinary/vigilance case is pending or contemplated against the officer. **A separate certificate is also required to be furnished by Cadre Controlling Authority that honesty and integrity of the officer is satisfactory and no major/minor penalty has been awarded to him during the last 10 years.**

4. The application form proforma can also be downloaded from our website www.dgqadefence.gov.in.

5. All Ministries/Departments are requested to circulate this vacancy circular to all Organisations under their administrative control.

Yours faithfully,


(Nidhi Ojha)
Jt Dir (Pers)
For ADGQA(N)

Copy to:-

SDCC/DGQA HQ
through DGQA/Adm

- For information & with a request to arrange uploading the same on DGQA website.

APPLICATION (CURRICULUM VITAE) FOR THE POST OF SENIOR DRAUGHTSMAN**AT****ON DEPUTATION**

1.	Name and address (in BLOCK letters)					
2.	Date of Birth (in DD/MM/YYYY format)					
3.	Date of retirement under Central/State Government Rules					
4.	Educational Qualification					
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).					
	Qualification					
	Required			Possessed by the officer		
	Two years Diploma in Draughtsman (Mechanical) from an Industrial Training Institute					
	Experience					
	Required			Possessed by the officer		
	Two years experience in Mechanical Drawing of Machinery and Spares.					
6.	Please state clearly whether in the light of entries made by you above, you meet the requirements of the post.					
7.	Details of employments					
	Office/Instt/Orgsn	Post held on regular basis	Pay, Band and Grade Pay drawn under ACP/MACP Scheme	Pay and Grade Pay	From	To
						Nature of Duties (in details) highlighted experience required for the post
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/organization to which you belong.					
10.	Additional details about present employment please state whether working under : (a) Central Government (b) State Government (c) Autonomous Organisation (d) Government undertaking (e) University					

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 (if yes, please specify):	
15.	Contact Numbers:- (a) Office (b) Residence (c) Mobile (d) e-mail address	

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.

Date: _____

Signature of the candidate: _____

Address _____

