

**IN LIEU OF MSG FORM**

**PRIORITY**

FROM : HQ DG BSF  
TO : HQ SPL DG (EC/WC)  
ALL FTR HQ IN BSF/  
ALL TRG INSTNS IN BSF/BSF ACADEMY  
IG (HQ) FHQ/DIG (HQ) FHQ

DTO:31

UNCLAS

NO.R/32 32

FROM PERS (.) DEPUTATION OF OFFICERS TO NTRO (.) NATIONAL TECHNICAL RESEARCH ORGANISATION (NTRO) HAS INVITED NOMINATIONS OF WILLING AND ELIGIBLE OFFICERS FOR FILLING UP POST OF PRINCIPAL PRIVATE SECRETARY IN THE PAY SCALE OF PB-3 (RS.15600-39100/-) PLUS GRADE PAY RS. 6600/-(NOW LEVEL-11 IN THE PAY MATRIX AS PER 7<sup>TH</sup> CPC) COMMA ON DEPUTATION BASIS (.) ELIGIBILITY CRITERIA FOR THE SAID POST IS AS UNDER (.) OFFICERS HOLDING THE POST OF STENOGRAPHER IN THE CENTRAL GOVERNMENT OR DEFENCE SERVICES (.) **ONE** (.) HOLDING ANALOGOUS POSTS ON REGULAR BASIS IN THE PARENT CADRE OR DEPARTMENT OR (.) **TWO** (.) WITH SEVEN YEARS OF REGULAR SERVICE IN THE POST IN STENOGRAPHERS GRADE IN PAY BAND-2, RS.9300-34800/- PLUS GRADE PAY OF RS. 4600/-(.) **THREE** (.) KNOWLEDGE OF COMPUTER APPLICATIONS (.) **FOUR** (.) THE MAXIMUM AGE LIMIT FOR THE POST SHALL NOT EXCEED 56 YEARS (.) FTR HQRs MAY FORWARD **NAMES OF WILLING AND ELIGIBLE OFFICERS IN THE RANK OF AC (PS)** ALONGWITH THEIR BIO-DATA ON PRESCRIBED PROFORMA (AS PER FORMAT CIRCULATED BY THE NTRO) COMMA WILLINGNESS AND DISC/VIGILANCE CLEARANCE CERTIFICATE SO AS TO REACH THIS OFFICE **BY 12<sup>TH</sup> NOVEMBER, 2015 POSITIVELY** (.) ELIGIBILITY CRITERIA CIRCULATED VIDE FHQ BSF(PERS DTE:PERS SEC) L/NO.1/60/89-PERS(DEPTN)/BSF/ 2013/ 40491-40845 DATED 04<sup>TH</sup> JUNE 2013 FOR DEPUTATION TO OTHER ORGANISATIONS SHOULD STRICTLY BE ADHERED TO WHILE FORWARDING THE NOMINATIONS (.) ELIGIBILITY CRITERIA FOR THE ABOVE POST CIRCULATED BY THE NTRO VIDE THEIR NO. V(A)/32/2/ESTT-I/NTRO/2016/1990 DTD 25<sup>TH</sup> OCT, 2016 IS ALSO AVAILABLE ON NTRO WEB SITE; <http://www.ntro.gov.in> (.) HOWEVER COMMA ELIGIBILITY CRITERIA FOR THE SAID POST IS ALSO BEING UPLOADED IN THE BSF WEB SITE/ IPP WHICH MAY BE DOWN LOADED (.) NOMINATIONS RECEIVED AFTER DUE DATE AND INCOMPLETE NOMINATIONS WILL NOT BE ENTERTAINED //

F.NO.1/45/2015-Pers/BSF

*[Signature]*  
(Y S RATHORE)  
COMDT (PERS)  
31 OCT, 2016

G (Person & IT)	
मानव संसाधन (संसार एवं आई टी)	
उप निदेशिका (कॉम से)	4/1/16
DC (IT)	3/1/16
उप निदेशिका (कॉम से)	
DATE	3/1/16

**COPY TO :-**  
i) PSO to DG BSF/All Dtes FHQ

ii) DC(IT Wing)

iii) Estt Section, Pers Dte

copy of advertisement received from NTRO vide letter No.1990 dtd 25.10.16 is enclosed herewith for uploading the same in BSF Web Site/IPP.

Copy of advertisement recd from NTRO is enclosed herewith for your information and further n/a.

*msd desk*



Dated: 25 October 2016

**Subject: Filling up vacancies in the grade of Principal Private Secretary & Private Secretary in NTRO on deputation basis.**

A recruitment notice is enclosed herewith inviting applications to fill up vacancies in the grade of **Principal Private Secretary in Pay Band - 3 (Rs.15600-39100) + Grade Pay Rs. 6600/- (now Level-11 in the Pay Matrix as per 7th CPC)** and **Private Secretary in Pay Band -2 (Rs. 9300-34800) + Grade Pay Rs. 4600/- (now Level-7 in the Pay Matrix as per 7th CPC)** in National Technical Research Organisation on deputation basis.


2. It is requested that the above mentioned recruitment may please be widely circulated amongst the eligible candidates of your organisation/department. The applications of willing and eligible officers in prescribed proforma (Annexure-I) & duly completed Certification by the Employer/Cadre Controlling Authority (Annexure-II) may be forwarded through proper channel along with attested photocopies of ACRs/APARs for the last 05 years so as to reach on the following address:-

**Assistant Director (Pers/R-I)  
National Technical Research Organisation  
Block-III, Old JNU Campus  
New Delhi - 110067**

3. It is stated that incomplete applications and/or those received late and/or not accompanied by supporting certificates/documents in support of qualification and experience claimed by the candidates would not be processed for determining the eligibility of the candidates for the selection. No correspondence in this regard would be entertained.

4. The last date for receipt of application is **30 days** from the date of issue of this recruitment notice.

Encl.: As above.

  
( NC Bhuyan )  
Assistant Director (Pers)

4854 Distribution: As per the list enclosed

28/10/16

3801  
28/10

PP  
28/10/16

Co (Pers)



**List of Addressee**

1	Commissioner of Police, Delhi Police Headquarters ITO, IP Estate, Near MS Building Delhi-110002	2	Additional Secretary (SR) Cabinet Secretariat, Room No.1001, 10 <sup>th</sup> Floor, B-2 Wing Pryavaran Bhawan, CGO Complex, Lodhi Road, New Delhi-110 003.
3	Joint Secretary (Pers) Ministry of Finance Department of Expenditure North Block, New Delhi.	4	Joint Secretary (Admin) Department of Telecommunications, Sanchar Bhawan, Parliament Street, New Delhi.
5	Director (CS I Division) Department of Personnel & Training 2 <sup>nd</sup> Floor, Lok Nayak Bhavan, Khan Market, New Delhi - 110023.	6	Joint Secretary (T) & CAO Ministry of Defence, Room No. 155 'E' Block, Dalhousie Road, New Delhi-110 011
7	Joint Secretary (Admin), Ministry of Home Affairs, North Block New Delhi.	8	Joint Director (Estt) Intelligence Bureau (MHA) 35, Sardar Patel Marg, New Delhi
9	Joint CGDA (Admin), Office of the Controller General of Defence Accounts, Ulan Batar Road, Palam, Delhi Cantt, New Delhi-110010	10	Inspector General(Pers), SSB Force Headquarters East Block-V R.K. Puram New Delhi- 110066
11	Inspector General(Pers), CRPF Directorate General, CRPF Block No. 1, CGO Complex New Delhi- 110003	12	Inspector General(Pers), CISF Directorate General, CISF Block No. 13, CGO Complex New Delhi- 110003
13	Inspector General(Pers), BSF Directorate General, BSF Block No. 10, CGO Complex New Delhi- 110003	14	Inspector General(Pers), ITBP Directorate General, ITBP Block No. 2, CGO Complex New Delhi- 110003
15	Directorate of Personnel DRDO Bhawan, Rajaji Marg, New Delhi.	16	PDPO- <b>I</b> Air Headquarters, Vayu Bhawan, Rafi Marg New Delhi-110106
17	Col MS-3 Military Secretary's Branch (MS-3B), Integrated HQ of MoD (Army), DHQ PO, New Delhi - 110 011	18	PDOP, IHQ MoD (Navy) Room No. 219, 'C' Wing, Sena Bhawan, New Delhi- 110 011
19	Director (Admin), Ministry of Science & Technology Department of Science & Technology New Mehrauli Road, New Delhi		