

F.No.A-12015/09/2022-D

भारत सरकार/Government of India

स्वास्थ्य और परिवार कल्याण मंत्रालय/Ministry of Health & Family Welfare

स्वास्थ्य सेवा महानिदेशालय/Directorate General of Health Services

केंद्रीय औषधि मानक नियंत्रण संगठन/Central Drugs Standard Control Organisation

प्रशासन अनुभाग/Admin. Section

**Advertisement for the post of Office Superintendent in
Regional Drugs Testing Laboratory, Guwahati**

Advertisement No.: A-12015/09/2022-D

Dated: 21st January, 2023

Applications are invited from eligible candidates for appointment to the post of Office Superintendent (OS), Group 'B' Ministerial, Non-Gazetted with Pay Level 6 of 7th CPC (Rs.35,400 – Rs.1,12,400) (pre-revised scale of Rs.9300-34,800, PB-2) with Grade Pay Rs.4,200/-) in Regional Drugs Testing Laboratory, Guwahati under Central Drugs Standard Control Organisation, Directorate General of Health Services, Ministry of Health & Family Welfare on promotion/deputation basis. The details of the post, eligibility criteria, job requirement, age limit, etc. required for the post are indicated in **Annexure I**. The pay and other terms and conditions of deputation will be regulated in accordance with DOPT's O.M. No. 6/8/2009-Estt.(Pay-II) dated 17.06.2010 as amended from time to time. Cadre authorities/Heads of Department are requested to forward applications of eligible and willing candidates whose services can be spared for appointment to the said post on deputation (including short-term-contract) basis so as to reach **Shri Amit Kumar, Deputy Director (Admn), Central Drugs Standard Control Organisation HQ, FDA Bhawan, Kotla Road, New Delhi-110002** within 60 days from the date of publication of this advertisement in the Employment News.

2. The Application Form/Curriculum Vitae proforma is at **Annexure-II**.

LIST OF DOCUMENTS TO BE SENT ALONG WITH THE APPLICATION

1. Application in prescribed format – Annexure II duly filled in and signed by the candidate and countersigned with seal by the Cadre/Appointing authority.
2. Attested copies of APAR/ACRs for the last 5 (five) years duly attested on each page by an officer not below the rank of Under Secretary to the Government of India.
3. Integrity Certificate
4. Vigilance Clearance Certificate
5. Statement of major or minor penalties, if any, imposed on the officer during the last 10 years of service.
6. A certificate to the effect that the particulars furnished by the candidate have been verified and found correct as per service records.
7. Cadre Clearance Certificate.

Note: Incomplete applications or applications not accompanied by the above documents will be summarily rejected.



(Amit Kumar)

Deputy Director(Admn), CDSCO HQ,
FDA Bhawan, Kotla Road, New Delhi-110002

ANNEXURE-I

Filling up of one post of. Office Superintendent (OS), Group 'B' Ministerial, Non-Gazetted with Pay Level 6 of 7th CPC (Rs.35,400 – Rs.1,12,400) (pre-revised scale of Rs.9300-34,800, PB-2) with Grade Pay Rs.4,200/-) in Regional Drugs Testing Laboratory, Guwahati

Method of Recruitment	Promotion/Deputation
Eligibility Criteria	<p>Officers under the Central Government:-</p> <ul style="list-style-type: none">(i) holding analogous posts on regular basis; or(ii) with 3 years regular service in posts or equivalent; or(iii) with 6 years regular service in posts in Pay Level 5 (Rs.29,200-92,300) of 7th CPC Pay Matrix or equivalent; or(iv) with 10 years regular service in posts in Pay Level 4 (Rs.25,500-Rs.81,100) of 7th CPC Pay Matrix or equivalent; and <p>(b) Possessing 2 years' experience in administration, accounts and budget.</p> <p>Note: The departmental Upper Division Clerk in the Pay Level 4 (Rs.25,500-Rs.81,100) of 7th CPC Pay Matrix with 10 years' regular service in the grade will also be considered with others and in the event of his/her selection for appointment to the post, the same shall be deemed to have been filled by promotion.</p> <p>The Departmental officer in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation.</p> <p>Similarly, deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation/Department of the Central Government shall ordinarily not to exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications).</p>