

Government of India
Ministry of Skill Development & Entrepreneurship
Directorate General of Training

Advertisement No.DGT-A-5/2025-Estt.I(70657)

Subject: Filling-up 31 vacant post of Senior Time Scale (Deputy Director) of ISDS Cadre in Pay Matrix Level-11, on deputation (including short term contract) basis at Directorate General of Training, New Delhi- regarding.

The Directorate General of Training is looking for the service of suitable Officers for appointment to the post of Senior Time Scale (Deputy Director) on deputation (including short term contract) for its Head Quarters at New Delhi and its various filed formations throughout the country. The details of post, tenure, eligibility criteria, job requirement, age limit, qualification and experience required for the post are indicated in **Annexure-I** below. The pay and other terms and conditions of deputation will be regulated in accordance with DOPT's OM No. 6/8/2009-Estt (Pay-1) dated 17.06.2010 as amended from time to time. Cadre Authorities/Head of Departments are requested to forward applications of the eligible and willing candidates whose services can be spared on deputation (including short term contract) basis immediately, so as to reach the Deputy Secretary (Establishment.), Directorate General of Training, Room No. 220, Second Floor, Kaushal Bhawan, New Moti Bagh, Delhi-110023, within **60** days from the date of publication of advertisement in the Employment News. The Application Form/Curriculum Vitae Proforma is at **Annexure-II** and for other necessary details, the candidates are advised to visit and download from the DGT website <http://dgt.gov.in>.

LIST OF ENCLOSURES TO BE ACCOMPANIED WITH THE APPLICATION

1. Application in prescribed format – Annexure-II duly completed signed by the candidate and countersigned with seal by the Cadre/Appointing authority.
2. Copies of ACRs for the last 5 (five) years duly attested, on each page with seal by an Officer with the rank of Under Secretary to the Government of India or above.
3. Integrity Certificate.
4. Vigilance Clearance.
5. NO major or minor penalty certificate for the last 10 years of his service.
6. A certificate from the parent office to the effect that the particulars furnished by the candidate have been verified and found correct as per service records.
7. Cadre Clearance Certificate.



(Sonu Bhatia)
Under Secretary to the Govt. of India
Sd/- SONU BHATIA
Director General of Training
प्रशिक्षण महानिदेशालय, Estt.I/HOO
कोशल विकास एवं उद्यमशीलता मंत्रालय
Ministry of Skill Development and Entrepreneurship
भारत सरकार, नई दिल्ली/Govt. of India, New Delhi

Annexure-I

Thirty One (31) Posts of Senior Time Scale (Deputy Director) in Pay Matrix Level-11.

Method of Recruitment: Deputation (including short term contract)

Tenure: Initially for one year (extendable as per norms)

Eligibility criteria: Deputation (including short term contract):

Officers of the Central Governments, State Governments, Union territories, Public Sector Undertakings, autonomous and statutory organisations, recognized Universities and Recognised Research Institution:

(a)(i) Holding analogous post on a regular basis in the present cadre or department;
or

(ii) With five years' service rendered after appointment to the post on a regular basis in level 10 in the pay matrix (Rs. 56100-1,77,500) or equivalent in the present cadre or department; and

(b) Possessing the following educational qualification and experience

Essential:

(i) A degree in the appropriate branch, engineering from a recognised University or Institute

(ii) Twelve years' experience in a supervisory capacity in production or maintenance or servicing or teaching or training in a recognised technical institute including two year's administrative experience.

Desirable:-


(a) Master's degree in engineering or technology from a recognised University or Institute

(b) Knowledge of preparation of syllabi, teaching aids, training material.

Note 1: The departmental officers in the feeder grade who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationist shall not be eligible for consideration for appointment on promotion.

Note 2: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same organisation or department of the Central Government shall ordinarily not exceed four years.

The maximum age limit for appointment by deputation shall not be exceeding **56 years** as on the closing date of receipt of application.


सोनू भाटिया/SONU BHATIA
अवर सचिव (स्था) / Under Secretary (Estt.)/HOO
प्रशिक्षण महानिदेशालय / Directorate General of Training
कौशल विकास एवं उद्यमशीलता मंत्रालय
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BIO-DATA/ CURRICULUM VITAE

| | | |
|--|---|---|
| 1 | Name and Address(in Block Letters) | |
| 2(i) | Contact No. & E mail | |
| (ii) | 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 |
| <p>5.1Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.</p> <p>5.2In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.</p> | | |
| 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. | | |
| <p>6.1 Note: Borrowing Departments are to provide their specific comments/ views confirming the relevant Essential Qualification/Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.</p> | | |




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 Band and Grade Pay/Pay Scale/Pay Level of the post held on regular basis. | Nature of Duties (in detail) highlighting experience required for the post applied for |
|--------------------|----------------------------|------|----|--|--|
| | | | | | |

***Important:** Pay Band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade pay/Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below:

| Office/ Institution | Pay, Level, Pay Band, and Grade Pay drawn under ACP/MACP Scheme | From | To |
|---------------------|---|------|----|
| | | | |

| | | | |
|---|--|---|--|
| 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 the applicant belongs. | d) Name of the post and pay of the post held in substantive capacity in the parent organisation. |
| | | | |


सोनु भाटिया / SONU BHATIA
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 प्रशिक्षण महानिदेशालय / Director General of Training
 कौशल विकास एवं उद्यमिता मंत्रालय
 Ministry of Skill Development and Entrepreneurship
 भारत सरकार, नई दिल्ली / Govt. of India, New Delhi

| | | |
|---|-----------------------|------------------|
| <p>9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.</p> <p>9.2 Note: Information under Column 9 (c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/organization.</p> | | |
| 10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details. | | |
| <p>11. Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column)</p> <p>a. Central Government b. State Government c. Autonomous Organization d. Government undertaking e. Universities f. Others</p> | | |
| 12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade. | | |
| 13. 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. | | |
| 14. Total emoluments per month now drawn | | |
| Basis Pay in the PB | Grade Pay/Level | Total emoluments |
| | | |
| 15. 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 | Total emoluments |

| | | |
|--|--|--|
| | relief/ other Allowances etc., (with break-up details) | |
| | | |
| <p>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)</p> <p>(Note: Enclose a separate sheet, if the space is insufficient)</p> | | |
| <p>16.B .Achievements:</p> <p>The candidates are requested to indicate information with regard to:</p> <ol style="list-style-type: none"> Research publications and reports and special projects. Awards/Scholarships/Official Appreciation. Affiliation with the professional bodies/institutions /societies and; Patents registered in own name or achieved for the organization Any research/innovative measure involving official recognition (vi) any other information. <p>(Note: Enclose a separate sheet, if the space is insufficient)</p> | | |
| <p>17. 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 organizations are eligible only for Short Term Contract.)</p> | | |
| <p>(The option of 'STC'/'Absorption'/'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").</p> | | |
| <p>18. Whether belongs to SC/ST</p> | | |

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.

(Signature of the candidate)

Address

Date-----

Certification by the Employer/Cadre Controlling Authority

The information/ details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

- i. There is no vigilance or disciplinary case pending/contemplated against Shri/Smt.-----
- ii. His/ Her integrity is certified.
- iii. His/ Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- iv. No major/minor penalty has been imposed on him/her during the last 10 years
Or A list of major/minor penalties imposed on him/her during the last 10 years is enclosed. (as the case may be)



सोनू भारद्वाज SONU BHATIA
अवर सचिव/अधीनस्थ (अधीनस्थ एस्टि.)/HOO
प्रशिक्षण महानिदेशक/अधीनस्थ (अधीनस्थ) जनरल ऑफ ट्रेनिंग
कोशल विकास एवं उद्यमशीलता मंत्रालय
Ministry of Skill Development and Entrepreneurship
भारत सरकार, नई दिल्ली/Govt. of India, New Delhi

Countersigned

(Employer/Cadre controlling Authority with Seal)