

F. No. II/24(9)/2010-Estt 931
Government of India
Ministry of Home Affairs
Narcotics Control Bureau

West Block-1, Wing No.5
R.K. Puram, New Delhi-110066

Dated 29.06.2011

Subject:- **Filling up the post of Stenographer Grade III in Narcotics Control Bureau on Deputation Basis**

Narcotics Control Bureau, Ministry of Home Affairs, intends to fill up following existing/anticipated vacancies in the grade of Stenographer Grade III on deputation basis in the Bureau's HQrs and Zonal Units as mentioned below:

Name of Post	Number of vacancies	Pay Band & Grade Pay	Places
Steno Grade III (Group 'C', Non-Gazetted, Ministerial)	13	Rs.5200-20200/- (PB-1) with Grade Pay of Rs. 2400	Delhi, Kolkata, Chennai, Mumbai

2. The number of vacancies are subject to increase or decrease. However, applicants if selected are liable to be posted/transferred anywhere in India.

3. Application in the enclosed format of willing and eligible officers whose services can be spared, without delay, in the event of their selection may be forwarded through proper channel alongwith Photocopies of ACRs for the last 5 years duly attested on each page by an officer not below the rank of Under Secretary to the Government of India or equivalent, Integrity Certificate and vigilance clearance certificate as per proforma enclosed, so as to reach the Deputy Director (Admn.), Narcotics Control Bureau, West Block No.1, Wing No. 5, R.K. Puram, New Delhi-110066, within **45** days from the date of issue of this circular. The eligibility condition is given here under:-

By Deputation basis:

Officers of the Central Government:

- (i) holding analogous posts on regular basis; and
- (ii) Possessing the following qualifications:
 - (1) Matriculation pass from a recognized University/Board and
 - (2) Minimum Speed of 80 words per minute in shorthand and 30 words per minute in typing in English

4. Period of Deputation : Ordinarily not exceeding three years including period of deputation in another ex-cadre post immediately preceding the appointment.
5. Term of deputation : The term of deputation of Central Government Officers will be governed in accordance with the Department of Personnel & Training's OM No. 2/29/91-Estt(Pay-II) dated 05-01-1994 as amended from time to time.
6. Age-limit : Not more than 56 years of age on the closing date of receipt of application.


(Manoranjan Kumar)
Deputy Director (Admn)

Copy to:-

1. All Ministries/Departments of Government of India,
2. Ministry of Home Affairs, Internal Security Div, 9th Floor, Lok Nayak Bhawan, New Delhj
3. Member (P&V), CBEC, North Block, New Delhi.
4. Member (P&V), CBDT, North Block, New Delhi.
5. Director, IB, MHA, North Block, New Delhi.
6. Director, CBI, North Block, New Delhi.
7. DG, CRPF, CGO Complex, New Delhi.
8. DG, BSF, CGO Complex, New Delhi.
9. DG, CISF, CGO Complex, New Delhi.
10. DG, ITBP, CGO Complex, New Delhi.
11. DG, Railway Protection Force, Rail Bhawan, New Delhi-1
12. DG, SSB, East Block-V, RK Puram, New Delhi
13. DG, Coast Guard
14. Cabinet Secretariat
15. DG, DRI, I.P.Estate, New Delhi.
16. Director, Directorate of Enforcement, Ministry of Finance, Lok Nayak Bhawan, New Delhi.
17. Director, National Crime Records Bureau, East Block-7, R.K.Puram, New Delhi.
18. Deputy Director General (Admn), Central Economic Intelligence Bureau, 6th Floor, Janpath Bhawan, New Delhi.
19. Narcotics Commissioner, Central Bureau of Narcotics, 19, The Mall, Morar, Gwalior.
20. Office of JS(T) & CAO, Ministry of Defence, E- Block, New Delhi-110011