

F. No. A-35/2/2025/ZD-Bangalore
Government of India
Ministry of Home Affairs
Narcotics Control Bureau

NCB, Bangalore Zonal Unit
7/ 1&2, Priyanka Vilas, Ramanna Garden, Kattigenahalli,
Baglur Main Road, Post Air force Station, Yelahanka, Bangalore -63
Date : 15/05/2025

Subject: Filling up the post of Driver (Grade-I) in Narcotics Control Bureau on deputation basis.

Narcotics Control Bureau, Ministry of Home Affairs, intends to fill up 01 existing vacancies of Driver(Grade-I) on deputation basis. The vacancies may vary (increase/decrease).

2. Details are as under:-

Name of post	No of Vacancies	Places where vacancy exists	Pay Band & Grade Pay
Driver (Gd-I)	1	NCB, Bangalore-Zonal Unit	Level -5 of Pay Matrix as per 7 th CPC [Rs. 5200- Rs. 20,200 + Grade Pay Rs. 2800(pre-revised)]

3. The number of vacancies is subject to change. Applicants, if selected **are liable to serve anywhere in India. Preference will be given to candidates knowing local language and well acquainted with local territory.**
4. Application (Curriculum Vitae) of willing and eligible officials whose services can be spared, without delay, in the event of their selection may be forwarded to **O/o NCB, Bangalore Zonal Unit, 7/ 1&2, Priyanka Vilas, Ramanna Garden, Kattigenahalli, Baglur Main Road, Post Air force Station, Yelahanka, Bangalore -63** through proper channel along with the followings documents/information in the enclosed format:-
 - i. APAR grading during the last 5 years (**The APAR with minimum benchmark Good' and no adverse remarks shall be accepted**). If APAR of some year is not available then APAR for the previous year may be forwarded.
 - ii. Integrity Certificate
 - iii. Vigilance clearance certificate as per enclosed proforma
 - iv. Major/minor penalty statement for the last 10 years and Cadre clearance certificate incorporating that **"in the event of his/her selection, he/she will be relieved to join NCB on deputation basis"** so as to reach **O/o NCB, Bangalore Zonal Unit, 7/ 1&2, Priyanka Vilas, Ramanna Garden, Kattigenahalli, Baglur Main Road, Post Air force Station, Yelahanka, Bangalore -63 (within 01 month from the date of issuance of the circular).**

5. Eligibility criteria/conditions are as under:-

➤ Officers of the Central/State Government/Union Territories

(a) (i) Holding analogous posts on regular basis in the parent cadre or department;
or

(ii) With (5)five years regular service in the pay band (Rs. 5,200/- Rs 20,200/-) plus grade pay of Rs. 2400/- in the parent cadre or department.

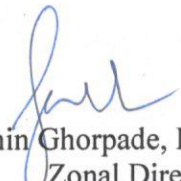
6. Term of Deputation: The term of the deputation of Central Government Officers will be governed in accordance with the Department of Personnel & Training's OM No.6/8/2009-Est.(Pay II) dated 17.6.2010, OM No.2/6/2016-Est.(Pay-II) dated 17.02.2016 and MHA, Police-II Division Policy Guidelines No.I-20122/03/2016-Pers.II dated 22nd Nov' 2016, as amended from time to time.

7. Period of deputation : Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years. Extension may be granted to candidates' upto maximum of 07 years, subject to their suitability & performance.

8. Age-limit: Not more than 56 years of age on the closing date of receipt of application

9. Officers who are under the zone of consideration for promotion to the next higher rank in their parent department within two years may not be nominated for deputation.

Encl: As above.


(Sachin Ghorpade, IPS)
Zonal Director
Narcotics Control Bureau
Zonal Unit Bengaluru

Sachin Ghorpade, IPS
Zonal Director
Narcotics Control Bureau
MHA, Government of India
Bengaluru Zonal Unit, Bengaluru-63

BIO-DATA/ CURRICULUM VITAE PROFORMA
[APPLICATION FOR THE POST OF _____ IN NARCOTICS
CONTROL BUREAU (NCB) ON DEPUTATION BASIS]

1.	Name and Address (in Block Letters)	
2.	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	
	A) Qualification	A) Qualification
	B) Experience	B) Experience
	Desirable	
	A) Qualification	A) Qualification
	B) Experience	B) Experience
	5.1 Note: 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. 5.2 In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.	
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.	
	6.1 Note: Borrowing Departments are to provide their specific comments/views confirming the relevant Essential Qualification possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.	
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 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

‘Say ‘No’ to Drugs ‘Yes’ to Life ‘ड्रग्स’ को ‘ना’ जीवन को ‘हाँ’

therefore, should not be mentioned. Only pay 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, Pay Band and Grade Pay drawn under ACP/MACP Schemes	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 organization.

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.

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.

10.	If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.	
11.	Additional details about present Employment	
	Please state whether working under (indicate the name of your employer against the relevant column)	
	a) Central Govt	
	b) State Govt.	
	c) Autonomous Organization	
	d) Government Undertaking	
	e) Universities	
	f) Others	
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	
	Basic Pay in the PB	Grade Pay
		Total Emoluments
15.	In case the applicant belongs to an Organization which is not following the Central Government Pay-scales, the latest salary slip issued by the Organization showing the following details may be enclosed.	
	Basic Pay with scale of pay and rate of increment	Dearness Pay/interim relief/ other Allowances etc., (with break-up details)
		Total Emoluments
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.) (Note : Enclose a separate sheet, if the space is insufficient)	
16.B.	Achievements : The candidates are requested to indicate information with regard to ; (i) Research publications and reports and special projects (ii) Awards/Scholarship/Official Appreciation (iii) Affiliation with the professional bodies/institutions/ societies and; (iv) Patents registered in own name or achieved for the organization. (v) Any research/innovative measure involving official recognition. (vi) any other information. (Note: Enclose a separate sheet if the space is insufficient)	
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.)	
	# (The option of "STC"/ "Absorption"/ Re-employment are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment")	
18.	Whether belongs to SC/ST	

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

Name: _____

Rank: _____

Mobile No. _____

Email ID _____

Parent Office Address: _____

Countersigned

(Employer/Cadre Controlling Authority with Seal)

CERTIFICATE 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 possesses educational qualifications and experience mentioned in the vacancy circular. If selected, he will be relieved immediately.

1. Also certified that;

- i) There is no vigilance or disciplinary case pending/contemplated against _____.
- 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 during the last 10 years Or A list of major/minor penalties imposed on him/her during the last 10 year is enclosed. (As the case may be).

Countersigned

Employer/Cadre Controlling Authority with Seal)