

F.No. 101(iii)/ Admn/ NDTL/2020-21
NATIONAL DOPE TESTING LABORATORY
(Ministry of Youth Affairs & Sports, Government of India)

J N Stadium Complex, Gate No. 10,
Near MTNL Building, Lodhi Road,
New Delhi – 110 003

Advertisement for filling-up of one post of Finance Officer on deputation basis

The National Dope Testing Laboratory (NDTL) invites applications from eligible Officers to fill up **One Post of Finance Officer** (7th CPC Level 10) (Pay Band 3, Rs. 15,600-39,100/- with GP Rs. 5,400/-) on deputation basis in the **“National Dope Testing Laboratory (NDTL)”**, an autonomous body under the aegis of the Department of Sports, Ministry of Youth Affairs & Sports, Govt. of India.

2. Eligibility Criteria for Finance Officer

Officers under the Central/State Govt./Autonomous Bodies holding analogous post or in the scale of pay of Rs. 9300 – 34800/- with Grade Pay Rs.4,200/- with 5 (five) years service in the grade and having adequate experience in handling accounts and financial matters in Government.

3. The **maximum age limit** for appointment on deputation basis shall not exceed **fifty six (56) years** of age on the closing date of receipt of applications.

4. The Officers selected will be governed by the terms and conditions of deputation as laid down by Department of Personnel and Training vide OM No. 2/6/2016-Estt(Pay-II) dated 22/04/2016, as amended from time to time.

5. The Officers selected for appointment on deputation basis shall be entitled to draw pay/deputation duty allowance in accordance with the existing instructions on the subject issued by the Govt. of India from time to time.

6. The eligible and interested candidates may send their applications in the prescribed format through proper channel so as to reach **Administrative Officer, National Dope Testing Laboratory, Ministry of Youth Affairs & Sports, Jawaharlal Nehru Stadium Complex, Gate No. 10, Near MTNL Building, Lodhi Road, New Delhi – 110 003** on or before the last date for receipt of applications, i.e., **14.08.2020**. While forwarding the applications, the concerned Department may please ensure that the particulars of the candidate are verified and that he/she fulfils the eligibility conditions. The envelope containing the application and other enclosures should be superscribed **“Application for the post of.....”** and sent to the Scientific Director, NDTL.

7. The applications should be forwarded along with ACRs/APARs for the last five years duly attested by a Group `A` Officer. Vigilance clearance and integrity certificate and a statement indicating minor/major penalties imposed on the Applicant during the last ten years should also be enclosed with the applications. Application received without aforesaid documents or after the prescribed date shall be rejected.

8. The initial period of deputation will be for three years. However, in the case of Officers who are on deputation to another ex-cadre post held immediately preceding this appointment in the same or some other Organization/Department of Central Government, the total period of deputation shall not exceed five years.

-SD-

(Dr. Ashok Kumar Maurya)
Scientist – C and Administrative Officer (I/C),

APPLICATION FORMAT

1.	Name and Address <i>(in Block Letters)</i>					
2.	Date of Birth <i>(in Christian Era)</i>					
3.	i. Date of Entry into Regular Service					
	ii. Date of Retirement under Central/State Govt. Rules					
4.	Educational and Professional Qualifications					
5.	Details of Employment, in chronological order. Pl. 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)
6.	Nature of present employment, i.e., ad-hoc, temporary/or permanent					
7.	In case the present employment is held on deputation basis, please state					
	a. The date of initial appointment					
	b. Period of appointment on deputation/contract					
	c. Name of parent office/organization to which you belong					
	d. Name of the post & pay of the post held in substantive capacity in the parent organization					
8.	If any post held by the Applicant on deputation in the past, the date of return from the last deputation and other details					
9.	Additional details about present employment <i>Please state whether working under (indicate the name of your employer against the relevant column)</i>					
	a. Central Government					
	b. State Government					
	c. Autonomous Organization					
	d. Government Undertaking					
	e. Universities					
f. Others						
10.	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade					
11.	Are you in the Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale					
12.	i. Basic Pay as per 7 CPC					
	ii. Pay level					
	iii. Total emoluments per month now drawn					
13.	Additional information, if any, which you would like to					

	<p>mention in support of your suitability for the post. <i>(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 Vacancy Circular / Advertisement)</i> Note: Enclose a separate sheet, if the space is insufficient</p>	
14.	Whether belongs to SC/ST	
15.	<p>Remarks <i>(The candidates may indicate information with regard to (i) Research Publications and Reports & Special Projects (ii) Awards / Scholarship / Official Appreciation (iii) Affiliation with the Professional Bodies / Institutions / Societies and (iv) any other information)</i></p>	

I, have carefully gone through the vacancy circular/ advertisement and am well aware that the information furnished in the format duly supported by documents in respect of essential qualification/work experience etc. 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 attested by a Group `A` Officer of the rank of Under Secretary of the Govt. of India or equivalents 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).

(Employer with Seal)