

F.No.21/07/2019-CS-I(P)  
Ministry of Personnel, Public Grievances Pension  
Department of Personnel & Training  
(C.S.I Division)  
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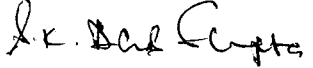
2<sup>nd</sup> Floor, 'A' wing,  
Lok Nayak Bhawan,  
Khan Market, New Delhi  
Dated 06<sup>th</sup> January, 2020

**OFFICE MEMORANDUM**

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**Subject:- Filling up the post in National Education Society for Tribal Students, M/o Tribal Affairs on deputation basis**

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The undersigned is directed to circulate the Vacancy Circular No. 17011/01/2019-EMRS dated 18<sup>th</sup> December, 2019 received from Ministry of Tribal Affairs who proposes to fill up the posts under National Education Society of Tribal Students (NESTS) on deputation (including short term contract) basis in its headquarter at Delhi.

2. It may be noted that cadre clearance from C.S.I Division will be required in case of Under Secretary and above level officers of CSS applying for deputation
3. In case of any further clarification, applicants are requested to contact the concerned Ministries/Departments.

  
(Sanjay Kumar Das Gupta)

Under Secretary to the Government of India  
Tele:- 24629412

To,

All Ministries/Departments (through DOPT's website)



जनजातीय कार्य मंत्रालय  
Ministry of Tribal Affairs

भारत सरकार

Government of India

शास्त्री भवन, नई दिल्ली-110 001

Shastri Bhawan, New Delhi-110 001

Website : www.tribal.nic.in

Saurabh Jain, IAS  
Joint Secretary (EMRS)

1407330/251P

DO No. 17011/01/2019-EMRS

Dated: 18<sup>th</sup> December, 2019

Dear Madam,

I would like to bring to your kind attention that as per the decision taken by Union Cabinet, a National Education Society for Tribal Students (NESTS) has been established under Society registration act 1860 under the aegis of Ministry of Tribal Affairs. Ministry of Finance vide letter no. 1109834/2019/E.Coord.I dated 16.07.2019 have sanctioned various posts for functioning of Society (Details enclosed at Annex I). To make this society functional, this Ministry had issued a circular vide letter of even number dated 16<sup>th</sup> December 2019 regarding filling up the posts under National Education Society of Tribal Students (NESTS) on deputation (including short term contract) basis in its headquarter at Delhi.

2. The last date of receiving of application has been extended till 15<sup>th</sup> January 2020 (Copy of the circular enclosed at Annex II)

I would request you to kindly circulate this circular among the CSS Cadre officers for giving wide publicity.

With Regards,

Yours' Sincerely

Encl: As above

*Jain*  
18.12.19  
(Saurabh Jain)

To

Ms. R. Jaya  
JS (S&V AND CS DIVISION)  
Ministry of Personnel, P G and Pensions  
Department of Personnel & Training  
Room No 278 A North Block, New Delhi - 110 001

*For*  
23/12/19  
Dir (CS II)  
DS (Admin) for  
recruitment

Co(c)/LKKK  
24/12/19  
25/12/19

JS (Coord) 24/12

**Government of India**  
**Ministry of Finance**  
**Department of Expenditure**  
**E.Coord.I Branch**

**Ref: Notes of M/o Tribal Affairs, File No.17011/02/2018-Grants(pt.)**

The proposal from M/o Tribal Affairs regarding creation of 42 posts for Eklavya Model Residential School (EMRS) Society (an Autonomous Organization) has been examined in this Department and creation of following 28 posts is agreed to:-

S.No.	Name of Post	Level of Pay	No. of post(s) proposed	No. of Post(s) may be agreed
1.	Commissioner	L-14	01	01
2.	Additional Commissioner (Director level)	L-13	02	01
3.	Private Secretary to Commissioner	L-7	01	01
4.	Joint Commissioner (DS level)	L-12	03	02
5.	Stenographer Grade-I (to Additional Commissioner)	L-6	02	01
6.	Deputy Commissioner(US level)	L-11	04	02
7.	Stenographer Grade-II (to Joint Commissioner)	L-4	03	02
8.	Assistant Commissioner (Section officer level)	L-8	04	04
9.	Office Supdt.(ASO level)	L-7	04	04
10.	Office Assistant (UDC level)	L-4	08	04
11.	MTS	L-1	10	06
<b>Total</b>			<b>42</b>	<b>28</b>

2. This issues with the approval of Secretary (Expenditure).



**(Sobeer Singh)**  
**Under Secretary (E.Coord.I)**  
**Tel# 2309 5686**

**JS&FA, M/o Tribal Affairs**

**MoF, DoE I No.1109834/2019/E.Coord.I dated 16.07.2019**

May like to see  
18/7

Secretary MoTA  
18/7/19

JS&FA  
18/7/19

U.S (EMRS)  
19/07/19

F. No 17011/01/2019-EMRS  
Government of India  
Ministry of Tribal Affairs  
(NESTS)

Dated: 16 December 2019

Circular

**Subject: Extension of date for the submission of application for various positions under National Education Society for Tribal Students, M/o Tribal Affairs on deputation basis;**

Please refer to the Ministry's letter of even number dated 18th October 2019 regarding filling up the positions in **National Education Society for Tribal Students (NESTS)**, M/o Tribal Affairs on deputation basis. The copy of the circular is available on Ministry's website ([www.tribal.nic.in](http://www.tribal.nic.in)) (Under the section - Tenders & Advertisement).

2. The period of deputation mentioned in the circular may be read as "3 years" in place of 1 year. The last date of receipt of application for all the positions has been extended till **15<sup>th</sup> January 2020**. This may be brought to the notice of all eligible officers of your department and bio-data of the willing officers may be forwarded in the prescribed format shared vide aforementioned letter to the office of **Commissioner (NESTS), Room No. 415, 'B' wing, Shastri Bhawan, New Delhi -110001**. The details are available on Ministry's website.

3. Bio-data received after the deadline and / or found incomplete in any manner and / or not accompanying all the requisite documents will not be entertained. Bio-data of only those officers, whose services can be spared immediately on their selection, may be forwarded.

This issues with the approval of Competent Authority.

Yours' faithfully



(Mr. Mukesh Kumar)  
Deputy Secretary  
Tel. No. 011-23383303

To

1. **All Ministries/Departments of Government of India.**
2. **The Chief Secretaries** to the States Governments / Union Territory Administrations
3. **The NIC Cell, New Delhi** to upload the circular on the official website of M/o Tribal Affairs.

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**F. No 17011/01/2019-EMRS**  
**Government of India**  
**Ministry of Tribal Affairs**  
**(NESTS)**

Dated: 18<sup>th</sup> October 2019

Vacancy Circular

**Subject: Vacancy circular for filling up the post in National Education Society for Tribal Students,  
M/o Tribal Affairs on deputation basis;**

The Ministry of Tribal affairs was set up in 1999 with the objective of providing a more focused approach towards the integrated socio-economic development of the Scheduled Tribes in a coordinated and planned manner and to provide the best quality education to the tribal children in their own environment. It has been decided that by the year 2022, every block with more than 50% ST population and at least 20,000 tribal persons, will have an Eklavya Model Residential School. Eklavya Schools will be on par with Navodaya Vidyalayas and will have special facilities for preserving local art and culture besides providing training in sports and skill development". In order for EMRS to function effectively, an Autonomous Society in the name of National Education Society for Tribal Students (NESTS) has been set up at the Central level under Societies Registration Act 1860. Further details may be seen at <https://tribal.nic.in/EMRS.aspx>.

2. In this regard, the M/o Tribal Affairs intends to fill the following post in National Education Society for Tribal Students (NESTS) on deputation (including short term contract) basis in its headquarters at New Delhi. The eligibility criteria and qualifications for the positions are enclosed (**Annexure-I**):

Sl. No.	Name	Number of Post	Pay Scale
1.	Deputy Commissioner (Administrative)	One (1)	Level 11, Rs. 67700-208700/-
2.	Deputy Commissioner (Finance)	One (1)	Level 11, Rs. 67700-208700/-
3.	Assistant Commissioner (Administrative)	Three (3)	Level 8 Rs. 47600-151100/-
4.	Assistant Commissioner (Finance)	One (1)	Level 8 Rs. 47600-151100/-
5.	Private Secretary	One (1)	Level 7 Rs. 44900- 142400/-
6.	Office Superintendent (Administrative)	Two (2)	Level 7 Rs. 44900-142400/-
7.	Office Superintendent (Finance)	Two (2)	Level 7 Rs. 44900-142400/-
8.	Stenographer Grade - I	One (1)	Level 6-Rs. Rs. 35400-112400/-
9.	Stenographer Grade - II	Two (2)	Level 4 Rs. 25500-81100/-

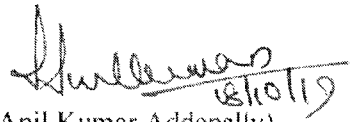
3. The appointment will be made on deputation basis initially for the period of one year, which can be extended as per the requirement and decision of competent authority. The maximum age limit for the appointment on deputation basis shall be 56 years as on the closing date of receipt of applications.

4. On appointment to the post, the pay of the individuals and other terms and conditions of the appointed candidate will be regulated in accordance with the instructions contained in the Ministry of Personnel and Grievances and Pension (Department of Personnel and Training), office Memorandum No. 6/8/2009-Estt. (Pay II) dated 17.06.2010, as amended from time to time.

5. It is requested to bring the contents of this circular to the notice of all eligible officers of your department and bio-data of the willing officers may be forwarded through proper channel in the proforma given at **Annexure II**, alongwith their complete and up-to-date Confidential Reports / APARs, Vigilance clearance, Integrity certificate and a statement showing details of major / minor panalties imposed on them, if any, during the period of last 10 years, so as to reach **Commissioner (NESTS), NSTFDC, NBCC Tower, 5th Floor, 15 Bhikaji Cama Place, New Delhi -110066** latest by **6<sup>th</sup> December 2019**.

6. In case, it is decided to send copies of the Confidential reports, the same may be authenticated by an officer not below the rank of Under Secretary to Government of India. Bio-data received after expiry of prescribed period and / or found to be incomplete in any manner and / or not accompanied with all the requisite documents shall not be entertained. Bio-data of only those officers, whose services can be spared immediately on their selection, may be forwarded. Candidates, who apply for the post, will not be allowed to withdraw their candidature subsequently.

Encl: As above

  
(Dr. Anil Kumar Addepally)  
Director  
Tel: 011-23073706

To

1. **All Ministries/Departments** of Government of India.
2. **The Chief Secretaries** to the States Governments / Union Territory Administrations
3. **The NIC Cell**, New Delhi to upload the vacancy circular on the official website of M/o Tribal Affairs.

Copy to:

1. **The Commissioner (NESTS)**, NSTFDC, NBCC Tower, 5th Floor, 15 Bhikaji Cama Place, New Delhi -110066.

**Eligibility Criteria**

Sl. No.	Name of post	No. of posts	Scale of pay/Pay level in the Pay Matrix	Eligibility Criteria
1.	Private Secretary	One (1)	Level 7(Rs. 44900-142400)	Officers under the Central Govt. / State Govt. / Semi-Govt. / Autonomous or Statutory Organizations. I. Holding analogous post OR with 3 years of regular service as PA/Steno in the Level 6 (Rs.35400-112400/-).
2.	Stenographer Grade - I	One(1)	Level 6- (Rs. 35400-112400/-)	Officers under the Central Govt. / State Govt. / Semi-Govt. / Autonomous or Statutory Organizations.  I. Holding analogous post on regular basis;OR II. with ten years regular service in the level of 4 (Rs.25500-81100/-) or equivalent III. Graduate in any discipline. IV. Shorthand and Typing Speed of 45w.p.m. in English/Hindi Typing. V. Computer knowledge.
3.	Stenographer Grade - II	Two(2)	Level 4 (Rs. 25500-81100/-)	Officers under the Central Govt. / State Govt. / Semi-Govt. / Autonomous or Statutory Organizations. I. Holding analogous post on regular basis in Level 4 (Rs. 25500-81100). II. 12th class pass from recognized Board or University III. Knowledge of Computer Operation.
4.	Deputy Commissioner	One (1)	Level 11, Rs. 67700-208700/-	Officers under the Central Govt. / State Govt. / Semi-Govt. / Autonomous or Statutory Organizations. I. Holding analogous posts on regular basis OR with 5 years' service in level 10 (Rs. 56100 - 177500/-) as Assistant Commissioner and Principal

				Autonomous/ Statutory Organisation.
8.	Office Superintendent	Two (2)	Level 7 Rs. 44900-142400/-	Officers under the Central Govt. / State Govt. / Semi-Govt. / Autonomous or Statutory Organizations. I. holding analogous post in the parent cadre or department. II. Bachelor's Degree of a recognized University. III. with six years regular service in the grade rendered after appointment therto on a regular basis in the level 4 (Rs. 25500-81100/-) or equivalent in the parent cadre. OR having 10 years regular service in level 4 (Rs. 25500-81100/-).
9.	Office Superintendent (Finance)	Two (2)	Level 7 Rs. 44900-142400/-	Officers of the Central Govt/State Govt/UTs/Autonomous Organisation I. holding analogous posts on regular basis. OR 3-year regular service in Level 6 (Rs. 35400-112400/-). II. Possessing experience of handling financial matters in a responsible capacity. III. B.Com with 50% marks in the aggregate or equivalent. IV. Knowledge of computer application.

**Note 1:**

The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.

**Note 2:**

Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not 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



**Proforma of application**

Passport size  
photograph to be  
pasted here

1.	Name and address (in Block Letters):						
2.	Post Applied for (separate applications are to be sent for different posts)						
3.	Date of Birth (in Christian era):						
4.	Date of retirement under Central/State Govt. rules:						
5.	Service to which the officer belongs and cadre (with year of batch):						
6.	Status of your present employer Central Government/State Government/Autonomous organization/ Government Undertaking/Universities/ Others (Mention name)						
7.	Permanent Residential Address with Telephone No.						
8.	Present post held, and whether it is a cadre post (with address of the office).						
9.	Present pay grade and scale of pay and date of appointment thereto on regular posts:						
10.	Are you holding analogues post on a regular basis under Central / State Government:					Yes / No	
11.	Educational Qualifications (Metric onwards)						
	Exam Passed	Name of University / Institute / Board	Year of passing	Duration of Course	Subjects	Percentage of Marks	
12.	Whether eligibility conditions are fulfilled:						
13.	Details of employment, in chronological order. (Enclose a separate sheet, if required)						
	Sl. No.	Name of the organization	Post held with pay scale	Period of service from to	Basic pay (PB/Grade pay/Level)	Nature of appointment whether regular / ad-hoc/deputation	Duties in brief
14.	Nature of present employment i.e. permanent/temporary/ad hoc:						

15.	In case the present employment is on deputation/contract 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:	
16.	Are you in the revised scale of pay? If yes, give the date from which the pay was revised (Also indicate pre-revised scale of pay)	
17.	Pay and emoluments now drawn in revised scale	
18.	Whether belongs to SC/ST/OBC:	
19.	Any other information applicant wants to furnish:	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the application duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post. It is also certified that the information furnished above is correct and true to the best of my knowledge.

**Signature of the candidate**

**Official Address:**

Place:

Date:

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## CERTIFICATE

(To be furnished by the Employer/Head of office / Forwarding authority)

This is to certify that the particulars furnished by Shri/Smt/Kum \_\_\_\_\_ have been verified from his/her service record and found correct. S/he possesses educational qualification and experience mentioned in vacancy circular. If Selected, S/he will be relieved immediately.

1. No vigilance case is either pending or contemplated against Shri/Smt/ Kum \_\_\_\_\_ His/her integrity is certified.
2. No major/minor penalty was imposed on Shri/Smt./Kum ..... during the last 10 years as per records in the Ministry/Department.
3. Photocopies of complete and upto date CRs/APARs of the officer for the last 5 years, duly attested on each page enclosed.
4. The Cadre controlling authority has no objection to the consideration of the applicant for the post mentioned in this advertisement.

\_\_\_\_\_  
Signature of Head of Office  
/Department (with Seal)

\_\_\_\_\_  
Name and designation  
Tel. No. \_\_\_\_\_

**Place**  
**Date**