

Sub: Filling up of Two posts of Deputy Programme Adviser in NSS a Subordinate Organisation under Department of Youth Affairs, Ministry of Youth Affairs & Sports.

Ministry of Youth Affairs & Sports invites applications for filling up two posts of Deputy Programme Adviser in National Service Scheme (NSS), Regional Directorates located in most of the State Capitals and Directorate of NSS, New Delhi on Deputation (including short-term contract) basis for a period ordinarily not exceeding four years including the period of deputation in any other ex-cadre post held immediately preceding this appointment.

2. Selected person may be posted/transferred anywhere in India. Applications for posting at a particular place will not be considered.
3. The pay of the selected officer will be regulated in accordance with the Department of Personnel & Training O.M. No. 6/8/2009-Estt.(Pay-II) dated 17.06.2010.
4. The eligibility conditions, scale of pay, essential qualifications etc. attached to the post are as under:-

Post: Deputy Programme Adviser (Group 'A' Gazetted)

Scale of pay: Rs. 15600-39100 + Grade Pay 7600 (as per 6th CPC)

Eligibility: Officers of the Central/State Govts. /UTs/Autonomous Organization (including Universities):

- (i) Officers holding analogous posts on a regular basis in a parent cadre or Department; or
- (ii) Officers in the Pay Band of Rs. 15600-39100 with Grade Pay of Rs. 6600 with 5 years regular service in the grade; or
- (iii) Officers in the Pay Band of Rs. 15600-39100 with Grade Pay of Rs. 5400 with 10 years regular service.

Essential Qualifications:

Master's degree from a recognized University

Experience:

- (i) Five years' experience in organizing programmes relating to youth work or youth welfare including National Cadet Corps (NCC) or National Service Scheme (NSS) or National Service Volunteers Scheme (NSVS) or sports or culture and educational activities camping, including working experience in the field of administration.

Note 1: Qualifications are relaxable at discretion of the Union Public Service Commission (UPSC) in case of candidates otherwise well qualified.

Note 2: The qualification regarding experience is relaxable at the discretion of UPSC in case of candidates belonging to Scheduled Castes and Scheduled Tribes if at any stage of selection, the UPSC is of the opinion that sufficient number of candidates from these communities possessing the required experience are not likely to be available to fill up the vacancies reserved for them.

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, deputationists shall not be eligible for consideration for appointment by promotion (period of deputation including 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 to exceed four years. The maximum age limit for appointment on deputation (including a short-term contract) shall be, not exceeding 56 years, as on the closing date of receipt of applications)

Period of deputation including 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 to exceed four years. The maximum age limit for appointment by deputation (including Short Term Contract) shall not be exceeding 56 years', as on the closing date of applications.

Note: For the purpose of appointment on deputation (including short Term contract) basis the service rendered on a regular basis by an officer prior to 1.1.2006 (the date from which the revised pay structure based on the 6th Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale, and where the benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.

5. The applications (in duplicate) in the prescribed proforma (Annexure) alongwith complete and up-to-date annual confidential Reports of Officers who could be spared in the event of their selection may be sent to this office **within 60 days of the publication of this advertisement.**

6. Application received after the last date or without the Annual Confidential Reports or otherwise found incomplete may not be considered. While forwarding the applications it may be verified and certified that the particulars furnished by the officers are correct and that no disciplinary/vigilance case is pending or contemplated against them.

BIO DATA PROFORMA
(FOR THE POSTDEPUTY PROGRAMME ADVISER)

1. Name and Address in Block Letters:
2. Date of Birth (in Christian Era):
3. Date of retirement under Central/ State Government Rules:
4. Educational Qualification:
5. Whether Educational and Other Qualification required for the post are satisfied. (if any qualification has been treated as equivalent to the one in the rules. State the Authority for the same)

Qualifications/
Experience
required

Qualification/
Experience possessed
by the Officer

Essential

Desirable

6. Please state clearly whether in light of entries made by you above. You meet the requirement of the post.
7. Nature of present employment i.e. Adhoc or Temporary or Quasi-permanent or Permanent.
8. Details of employment in chronological order be enclosed in a sheet duly authenticated by your signature, if the space below is insufficient.

Office/ Institute/ Organisation	Post held	From	To	Scale of Pay and basic pay	Nature of duties

9. In case the present employment is held on deputation/contract basis please state;
 - (a) Central Government
 - (b) Period of appointment of deputation/contract.
 - (c) Name of the parent office/Organisation to which you belong.

10. Additional details about present employment please state whether working under;

- (a) Central Government
- (b) State Government
- (c) Autonomous Organisation
- (d) Subordinate Organisation

11. Are you in revised scale of Pay?

If yes, give the date from which the revision took place and also indicate the prerevised scale.

12. Total emoluments per month now drawn.

13. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.

14. Whether belongs to SC/ST/OBC

15. Remarks.

Signature of the Candidate

Date-----

Address-----

Countersigned -----

Duties of Deputy Programme Advisor/
Assistant Programme Adviser

1. To liaise with the State Governments, Universities and other institutions for proper implementation of National Service Scheme and other youth programmes in the State(s) falling under the jurisdiction of the Zonal/Regional Centre.
2. To help remove bottlenecks in the implementation of the Scheme in consultation with State Governments/University authorities.
3. To act as Head of Office in respect of concerned N.S.S. Offices/Centres.
4. To act as Controlling Officer in respect of the staff in N.S.S. Offices.
5. To ensure due publicity for various youth programmes.
6. To furnish periodical information regarding implementation of youth programmes to Central Government.
7. To act as member of the Selection Committees at the State/University level when requested for.
8. To act as member of the State/University level Coordination and Advisory Committees for N.S.S. and other youth programmes.
9. To examine and analyse the reports and returns received from the universities etc. to ensure that the Scheme is being implemented in accordance with the guidelines issued by the Ministry.
10. To keep the Ministry informed of all developments in the implementation of youth programmes in the State(s) concerned.
11. To undertake tours as prescribed by the Ministry.
12. To act as Drawing + Disbursing Officer, whenever necessary.

List of Regional Directorate where DPA post has been sanctioned. All listed RDs has only one each post of DPA.

1. Directorate of NSS, New Delhi.
2. Regional Directorate, Bengaluru.
3. Regional Directorate, Chennai.
4. Regional Directorate, Hyderabad.
5. Regional Directorate, Kolkatta.
6. Regional Directorate, Lucknow.