



Competition Commission of India  
3<sup>rd</sup> Floor, HT House, K.G. Marg, New Delhi-1  
Tele. No.011-23473600, Fax: 011-23704686.

F. No. A-12011/14/2012-HR

Dated: 21<sup>st</sup> December, 2012.

**OFFICE MEMORANDUM**

**Subject: Filling up of posts in Competition Commission of India on deputation basis.**

The Competition Commission of India (CCI) invites applications for filling up of various posts under Support Staff category, as mentioned below, on deputation on foreign service basis. The details of the posts along with eligibility criteria, educational qualification/experience etc. required for the posts are given in the enclosed **Annexure-I**.

| S.No. | Name of posts                         | No. of posts * | Pay Band & Grade Pay          |
|-------|---------------------------------------|----------------|-------------------------------|
| 1.    | Deputy Director (Corporate Services)  | 03             | Rs.15,600 - 39,100 + Rs.7,600 |
| 2.    | Assistant Director (Library Services) | 02             | Rs.15,600 - 39,100 + Rs.6,600 |
| 3.    | Office Manager (Corporate Services)   | 03             | Rs.9,300 - 34,800 + Rs.5,400  |

\*The vacancies are liable to change without notice.

2. The period of deputation in respect of the three posts of Deputy Director (Corporate Services) and one post (out of two posts) of Assistant Director (Library Services) will be initially for a period of three years, which can be extended upto five years. The period of deputation in respect of the second post of Assistant Director (Library Services) and the three posts of Office Manager (Corporate Services) will be initially for one year only, which may be extended further subject to requirements of the Commission. The appointment on deputation in CCI will be governed by the instructions issued by the Department of Personnel and Training vide O.M. No.6/8/2009-Estt. (Pay II) dated 17.06.2010, as amended from time to time. The maximum age limit for appointment on deputation basis shall be not exceeding 56 years as on the closing date of receipt of application by CCI. The Competition Commission of India (CCI) reserves the right not to fill up any or all the above vacancies.

3. Apart from basic pay and grade pay, the posts carries DA, HRA and Transport Allowance etc. as per the rates applicable to the Central Government employees from time to time. Medical reimbursement is admissible as per the CCI service rules. This is in lieu of CGHS benefits which are not admissible to the employees of CCI. The CCI is an eligible office for allotment/retention of Government Accommodation from General Pool.

4. The application in the prescribed pro-forma, (**Annexure-II**) complete in all respects may be sent to the undersigned at the address indicated above, through proper channel latest by **7<sup>th</sup> February, 2013**.

5. This may kindly be given wide publicity.

(Joy Kuriakose)  
Deputy Director (HR)

Encl: as above

To

1. The Secretary, Ministry of Corporate Affairs, 5<sup>th</sup> Floor, A-Wing, Shastri Bhawan, New Delhi.
2. The Director (CS), DOP&T, Lok Nayak Bhawan, New Delhi – 110001 with the request to get it placed on the DOPT website.
3. All the Ministries/Departments/Organizations of the Govt. of India/ State Govts./Union Territories / Universities / High Courts / Supreme Court / Autonomous Bodies as per list.

**Qualification for Deputation -Support Staff**

| <b>Sl. No</b> | <b>Name of Post &amp; Stream</b>                                     | <b>Qualification Requirements</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>No. of Posts *</b> |
|---------------|----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| <b>1.</b>     | <b>Deputy Director<br/>(Corporate Services)<br/>PB3+ GP Rs.7600</b>  | Essential:<br>Officers having Bachelor's Degree or equivalent in any discipline from a recognised university and working in analogous post / grade or five years experience in the grade pay of Rs.6600 or equivalent in the relevant field (Establishment / Personnel Management / Secretarial Practices / Administration).<br><br>Desirable:<br>Higher qualification and experience will be given preference.                                                                                     | <b>03</b>             |
| <b>2.</b>     | <b>Assistant Director<br/>(Library Services)<br/>PB3+ GP Rs.6600</b> | Candidates having Bachelor's Degree in Library Science and working in analogous post / grade or five years experience in the grade pay of Rs.5400 or six years in the grade pay of Rs.4800 or seven years in the grade pay of Rs.4600 or ten years in the grade pay of Rs.4200 or equivalent                                                                                                                                                                                                        | <b>02#</b>            |
| <b>3.</b>     | <b>Office Manager<br/>(Corporate Services)<br/>PB2+ GP Rs.5400</b>   | Essential:<br>(i) Bachelor's Degree or equivalent in any discipline from a recognised university<br>(ii) Officers working in analogous post / grade or two years experience in the grade pay of Rs.4800 or three years in the grade pay of Rs.4600 or eight years in the grade pay of Rs.4200 or equivalent in the relevant field (Establishment/ Personal Management / Secretarial Practices / Administration).<br><br>Desirable:<br>Higher qualification and experience will be given preference. | <b>03#</b>            |

**\* Vacancy position may change without notice.**

**# Appointment against one post of AD (LS) and the 03 posts of OM (CS) will be initially for a period of one year.**

PROFORMA FOR APPLICATION FOR THE POSTS IN THE COMPETITION COMMISSION OF INDIA (CCI) ON DEPUTATION BASIS.

Post applied for: \_\_\_\_\_

Pay Band & Grade Pay  
of the post applied for : \_\_\_\_\_

Passport size  
photograph

1. (a) Name (in block letters):  
(b) Service to which you belong :  
(c) Office Address (with Tele No.):  
  
(d) Residential Address (with Tele No.):  
  
(e) Sex (Male/Female) :

2. Date of Birth :

3. Date of Retirement.:

4. Present Pay, (Grade Pay & Pay Band) :

5. Educational Qualifications (Graduation onward):

| Exams passed | University/Instt./ Board | Year of Passing | Duration of Course | Subjects | Percentage of Marks |
|--------------|--------------------------|-----------------|--------------------|----------|---------------------|
|              |                          |                 |                    |          |                     |

6. Details of employment in chronological order (If needed, enclose a separate sheet duly authenticated by your signature in the format below):

| Office/Instt/ Org. | Post Held | Period |    | Nature of Appointment (Regular/ Adhoc/ Deputation) | Scale of Pay and Basic Pay/ Pay Band & Grade Pay # | Nature of Duties |
|--------------------|-----------|--------|----|----------------------------------------------------|----------------------------------------------------|------------------|
|                    |           | From   | To |                                                    |                                                    |                  |
|                    |           |        |    |                                                    |                                                    |                  |

# Applicants not holding the posts in Pay Band / GP pertaining to Central Government should indicate the equivalence of the pay scale vis a vis the Central Government's pay scales (with proof).

: 2 :

7. Details of experience in chronological order, if any, of handling investigation/prosecution work under Economic Laws (Mention the name of the Economic Laws & specify number of years of such experience):
  
8. Nature of present employment i.e. Ad-hoc /Temporary / Permanent:
  
9. In case the present employment is held on deputation, please state:
  - (a) the date of initial appointment :
  - (b) period of appointment on deputation with address:
  - (c) Name of the parent office/organization with address to which you belong:
  
10. Details of training undergone, if any:
  
11. Details of proficiency in computer:
  
12. Whether belongs to SC/ST/OBC:
  
13. Any other information, which you want to furnish:
  
14. Please state briefly how you find yourself best suitable for the post applied for.

Date:

(Signature of the Applicant)

Place:

**Recommendation of the Competent Authority**

- i) Service particulars given by the applicant are verified w.r.t. service records and found to be correct. Photocopies of the ACRs/APARs for preceding 5 years are enclosed.
  
- ii) The Officer is clear from vigilance angle.
  
- iii) If the Officer is selected for appointment on deputation in the Competition Commission of India, he/she will be relieved within 15 days of receiving the intimation in this Ministry/Department/Organisation.

(Signature of the Competent Authority  
with office seal)