

**No. A.35014/1/2011 -E-I**  
**Government of India**  
**Office of the Director General of Civil Aviation**  
**Opposite Safdarjung Airport**  
**New Delhi – 110003.**

Dated the 09<sup>th</sup> November, 2011.

**C I R C U L A R**

**Subject :** Filling up two posts of Director (Aircraft Engineering Directorate) on deputation basis in the Directorate General of Civil Aviation.

Two posts of **Director (Aircraft Engineering Directorate)** in the scale of pay of Rs. 37400 – 67000 with a grade pay of Rs. 8700/- will be filled up on deputation basis in the Directorate General of Civil Aviation. Details of the post and eligibility conditions are mentioned in Annexure I. The pay of the selected persons will be regulated in accordance with DOPT's O.M. No. 2/29/1991-Estt.(Pay-II) dated 05.01.1994 as amended from time to time.

2. Officers, who volunteer for the post, will not be permitted to withdraw their names later. Only such recommendations that are accompanied by requisite personal data as in ANNEXURE- A will be considered.

3. The names of the suitable officers who are eligible, willing, clear from vigilance angle and can be spared immediately may be recommended within 60 (Sixty) days of date of publication of advertisement in Employment News. The character rolls preceding five years/Integrity Certificate/Vigilance Clearance Certificate and certificate to the effect that no Major/Minor penalties have been imposed during the last 10 years in respect of the recommended officers may also be furnished along with the application.

(VIJAY SINGH)  
Deputy Director of Administration  
for Director General of Civil Aviation

**Copy to:-**

1. Ministry of Civil Aviation, Rajiv Gandhi Bhawan, Safdarjung Airport, New Delhi (with 5 spare copies)
2. All Ministries/ Departments of the Government of India.
3. Public Sector Undertakings/ semi government/ Autonomous/ Statutory organisations.
4. All the Notice Boards/ On the website of O/o DGCA [www.dgca.nic.in](http://www.dgca.nic.in)
5. PS to DG, PA to DDG (AED) Hqrs/Bangalore

## ANNEXURE - A

### CURRICULUM VITAE PROFORMA

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 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)  Essential  Desired	Qualifications/ Experience Required  (1) (2) (3)  (1) (2)	Qualifications/ Experience possessed by the officer			
6.	Please state clearly whether in the light of entries made by you above, you meet the requirement of the post					
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	From	To	Scale of Pay and Basic Pay	Nature of duties (in detail)
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 you belong					
10.	Additional details about present employment.  Please state whether working under ( indicate the name of your employer against the relevant column)  (a) Central Government. (b) State Government (c) Autonomous Organization					

	(d) Government Undertaking (e) Universities (f) Others	
11.	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade	
12.	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	
13.	Total emoluments per month now drawn	
14.	Additional information, if any, which you would like to mention 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).	
15.	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.)	
16.	Whether belongs to SC/ST	
17.	Remarks ( The candidates may 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) any other information ( Note: Enclose a separate sheet if the space is insufficient)	

I have carefully gone through the vacancy circular/ advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the Candidate  
Address-----  
Date\_\_\_\_\_  
Countersigned  
(Employer with Seal)

## **DECLARATION**

I do hereby declare that the particulars furnished above by me are correct to the best of my knowledge and belief and nothing has been concealed/ distorted. If at any time I am found to have concealed/distorted any material information, my appointment shall be liable to be summarily terminated without notice /compensation. I further undertake that I shall not withdraw my candidature for the post applied for.

Place :

Date :

Signature of the applicant.

## **TO BE CERTIFIED BY THE CADRE CONTROLLING AUTHORITY/EMPLOYER**

Certified that the particulars furnished by the officer are correct as per the records held in this office and no disciplinary/vigilance case is pending/contemplated against the officer and that no major/minor penalty has been awarded to him during past 10 years and there is no doubt about the integrity of the officer.

No.....

Date:

Name, Signature & Seal of the Cadre  
Controlling Authority/Employer

**ANNEXURE – I**

1	<b>Name of the Post</b>	Director (Aircraft Engineering)
2	<b>Number of Posts</b>	Two
3	<b>Scale of Pay</b>	Rs. 37400 - 67000 + Grade Pay Rs.8700
4	<b>Name of Ministry/Department</b>	Ministry of Civil Aviation/ Directorate General of Civil Aviation
5	<b>Eligibility conditions</b>	1. Officers under the Central Government/ Recognised Research Institution / Public Sector Undertakings/ semi Government/ Autonomous/ Statutory Organisations
		(a) (i) Holding analogous post on regular basis: OR (ii) With 5 year regular service in post in the Scale of Rs. 15600 – 39100/- + Grade pay of Rs. 7600/- or equivalent: and
		(b) <u>possessing the <b>Essential Qualifications</b> as under</u>  (i) Degree in Aeronautical Engineering from a recognized university or equivalent. (ii) (ii) 10 years experience in Aeronautical Research and Development.
		<b><u>Desirable:</u></b> Experience in Airworthiness Engineering
		<b>NOTE 1 -</b>  Qualifications are relaxable at the discretion of the UPSC in case of candidates otherwise well qualified.
		<b>NOTE 2 -</b> The qualification regarding experience is relaxable at the discretion of UPSC in the case of candidate belonging to schedule cast and schedule tribe, if at any stage of selection, the UPSC is of the opinion that sufficient number of candidates from these communities possessing the requisite experiences are not likely to be available to fill up the vacancies reserved for them.  The departmental officers in feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment in deputation.

		Similarly deputationists shall not be eligible for consideration in appointment by promotion
6	<b>Period of Deputation</b>	Shall ordinarily not exceeding 04 years (including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation, department of Central Government.
7	<b>Maximum age limit</b>	Shall not exceed 56 years as on the closing date of receipt of applications.
8	<b>Remarks</b>	The period of deputation on ad-hoc basis will not bestow on him/her any claim for regular appointment in the grade and the period of service rendered on ad-hoc basis will not be counted for seniority in the same grade or for eligibility for promotion to the higher grade.