

**NATIONAL WATER DEVELOPMENT AGENCY**  
(A Govt. of India Society under the Ministry of Water Resources,  
River Development & Ganga Rejuvenation)

**Vacancy Circular for one post of Director General**

Applications are invited for the post of Director General, National Water Development Agency (NWDA) in the pay band of HAG Rs. 67000 (Increment @ 3% per annum)- 79000/- to be filled **by deputation (including short term contract)**. NWDA is an Autonomous Body registered under the Societies Registration Act, 1860 under the Ministry of Water Resources, River Development & Ganga Rejuvenation, Govt. of India. The Director General, NWDA is the Executive Head of the Agency and will have to supervise, guide and coordinate all technical studies, surveys towards achievements of the objectives of the Agency.

Persons meeting the eligibility criteria may apply for the post by sending their application, duly signed (in triplicate), in the prescribed proforma, to the Under Secretary (Estt.IV), Ministry of Water Resources, River Development & Ganga Rejuvenation, Room No. 625, Shram Shakti Bhawan, Rafi Marg, New Delhi – 110001 through proper channel. The application should be received within **60 days** from the date of publication of advertisement in Employment News.

**Advance copies of applications or received after the prescribed period or not accompanied with the requisite information/ documents are liable to be rejected.**

Further details in respect of the above post are available at [www.nwda.gov.in](http://www.nwda.gov.in), [www.persmin.nic.in](http://www.persmin.nic.in) and [www.mowr.gov.in](http://www.mowr.gov.in).

## **Annexure-I**

1. **Name of the post** : Director General, National Water Development Agency
2. **Number of posts** : One
3. **Classification of post** : Group 'A' Non-Ministerial Engineering
4. **Pay Scale** : HAG Rs.67000 (increment @ 3% per annum)-79000/-
5. **Age Limit** : The maximum age limit for appointment on deputation (Including Short Term Contract) shall be 57 years as on the closing date for receipt of applications.
6. **Eligibility Conditions for appointment on deputation (Including Short Term Contract) basis** :

**1. By deputation:**

Officers under the departments of Central Government/ State Governments

- a)i) holding analogous post on regular basis in the parent cadre/ department; or
- ii) with 3 years regular service in the grade rendered after appointment thereto on regular basis in the Pay Band-4 (Rs.37400-67000/- and Grade Pay of Rs. 10000/- or equivalent posts in the parent cadre/ department; or
- iii) Officers with 25 years regular service in Group 'A' posts out of which at least one year regular service should be in the Pay Band – 4 ( Rs. 37400-67000) and Grade Pay Rs. 10000/- or equivalent posts in the parent cadre/ department, and,

b) Possessing the following educational qualifications and experience:-

- i) Degree in Civil Engineering or equivalent qualification from a recognized University/ Institution.
- ii) Having worked extensively in the field of Water Resources with at least 20 years of professional experience in surveys, investigations, planning and preparation of project reports, design and construction of major irrigation, hydro-electric, flood control and multipurpose projects, of which at least 10 years experience should be in the senior management level;

**2. Short Term Contract :**

Candidates belonging to organizations other than (1) above possessing the following qualifications and experience:-

- i) Degree in Civil Engineering or equivalent qualification from a recognized University/ Institution.
- ii) Having worked extensively in the field of Water Resources with at least 20 years of professional experience in surveys, investigations, planning and preparation of project reports, design and construction of major irrigation, hydro-electric, flood control and multipurpose projects, of which at least 10 years experience should be in the senior management level;

**Notes:**

1. The officer should not have been on deputation/ Foreign Service during the last one year to be counted till last date for receipt of applications.
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 organization/ department of the Central Government, shall ordinarily not exceed 5 years.
3. The maximum age limit for appointment on deputation (Including Short Term Contract) shall be 57 years as on the closing date for receipt of applications
4. For purposes of appointment on deputation, 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 6<sup>th</sup> CPC recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay/ pay scale extended based on the recommendations of the Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay/ pay scale, and where this benefit will extend only for the post (s) for which that grade pay/ pay scale is the normal replacement grade without any upgradation.

The selected officer will be treated on Foreign Service terms and his pay will be regulated in accordance with DOPT O. M No. 6/8/2009- Estt. (Pay-II) dated 17<sup>th</sup> June, 2010 in supersession of OM No. 2/29/91-Estt (Pay II) dated 5.1.1994. Interested and eligible officers may send their application duly signed (in triplicate) in the prescribed proforma to :- The Under Secretary (Estt.IV), Ministry of Water Resources, River Development & Ganga Rejuvenation, Room No. 625, Shram Shakti Bhavan, Rafi Marg, New Delhi – 110 001 through proper channel. The application should be received **within a period of 60 days** from the date of publication of advertisement in Employment News. Applications received after the last date and incomplete applications will not be considered. While forwarding the application along with up to date CRs (APARs) of last 5 years in original, of the officer, the Cadre/ Administrative Authorities should certify that there is no Vigilance or disciplinary action either pending or contemplated against the officer(s).

7. **Place of posting** : New Delhi

**Encl: as above**

**BIO-DATA**

Name of the post applied for :-					
1.	Name and Address (in Block Letters)		:		
2.	Date of Birth (in Christian era)		:		
3.	(i) Date of entry into service		:		
	(ii) Date of retirement under Central/State Government Rules		:		
4.	Educational Qualifications		:		
5.	Whether Educational and other qualifications required for the post are satisfied. <b>(If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)</b>		:		
<b>Qualifications/ Experience required as mentioned in the advertisement/ vacancy circular</b>			<b>Qualifications/ experience possessed by the officer</b>		
<b>Essential</b>			<b>Essential</b>		
(A) Qualification			(A) Qualification		
(B) Experience			(B) Experience		
<b>Desirable</b>			<b>Desirable</b>		
(A) Qualification			(A) Qualification		
(B) Experience			(B) Experience		
5.1	<b>Note:</b> This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs <b>by the Administrative Ministry/Department/Office</b> at the time of issue of Circular and issue of Advertisement in the Employment News.				
5.2	In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated <b>by the candidate</b> .				
6.	Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.		:		
6.1	<b>Note: Borrowing Departments are to provide their specific comments/ views confirming the relevant Essential Qualification/ Work experience possessed by the Candidate (as indicated in the Biodata) with reference to the post applied.</b>				
7.	Details of Employment, in chronological order. <b>Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.</b>				
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) highlighting experience required for the post applied for

• **Important:** Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/ Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below;

Office/ Institution	Pay, Pay Band, and Grade Pay drawn under ACP / MACP Scheme	From	To
8.	Nature of present employment i.e. Adhoc 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 the applicant belongs.	(d) Name of the post and Pay of the post held in Substantive capacity in the Parent organisation
9.1	<b>Note:</b> In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.		
9.2	<b>Note:</b> Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a lien in his parent cadre/ organisation		
10.	If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.	:	
11.	<b>Additional details about present employment:</b> 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	:	
12.	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.	:	
13.	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	:	

14.	Total emoluments per month now drawn		
	Basic Pay in the PB	Grade Pay	Total Emoluments
15.	In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation showing the following details may be enclosed.		
	Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief/ other Allowances etc., (with break-up details)	Total Emoluments
16.A	<p><b>Additional information</b>, if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to</p> <p>(i) additional academic qualifications</p> <p>(ii) professional training and</p> <p>(iii) work experience over and above prescribed in the Vacancy Circular/Advertisement)</p> <p><b>(Note: Enclose a separate sheet, if the space is insufficient)</b></p>	:	
16.B	<p><b>Achievements:</b> The candidates are requested to indicate information with regard to;</p> <p>(i) Research publications and reports and special projects</p> <p>(ii) Awards/ Scholarships/ Official Appreciation</p> <p>(iii) Affiliation with the professional bodies/ institutions/ societies and;</p> <p>(iv) Patents registered in own name or achieved for the organization</p> <p>(v) Any research/ innovative measure involving official recognition</p> <p>(vi) any other information.</p> <p><b>(Note: Enclose a separate sheet if the space is insufficient)</b></p>	:	
17.	<p>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)</p> <p># (The option of 'STC' / 'Absorption'/ 'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").</p>	:	

18.	Whether belongs to SC/ST	:	
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I have carefully gone through the vacancy circular/ advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/ Work Experience 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 duly attested by an officer of the rank of Under Secretary of the Govt. of India or above 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)

**Countersigned**

\_\_\_\_\_  
**(Employer/ Cadre Controlling Authority with Seal)**

