

No.A-12015/07/2022-D
Government of India
Ministry of Health and Family Welfare
Directorate General of Health Service
Central Drugs Standard Control Organization
(Drugs Section)

Ministry of Health and Family Welfare invites application from eligible candidates for filling up the post as mentioned below at Central Drugs Testing Laboratory, Mumbai by Promotion/transfer on deputation (including short term contract). The last date for receiving the applications will be within 60 days from the date of publication of this advertisement in the Employment News.

2. For further details please visit Ministry's website <https://mohfw.gov.in> or CDSCO website <https://cdsco.gov.in>.

Sl. No.	Name of the Post	Pay as per 7 th CPC	No. of Post	Office for which the post is filled up
1.	Director	Pay Level 13 of 7 th CPC (Rs.1,23,100 – 2,15,900) (pre-revised scale of Rs.4500-150-5700)	1 (one)	Central Drugs Testing Laboratory, Mumbai


(Amit Kumar)

Dy. Director Admn. (Drugs)
C.D.S.C.O Headquarter, Directorate General of Health Services
Ministry of Health and Family Welfare, New Delhi - 110002

No.A-12015/07/2022-D
Government of India
Ministry of Health and Family Welfare
Department of Health and Family Welfare
Nirman Bhawan, New Delhi-110011

Advertisement for the post of Director in CDTL, Mumbai

Advertisement No.: A-12015/07/2022-D

Dated: 31st December, 2022


Applications are invited from eligible candidates for appointment to the post of Director, Group 'A' Gazetted, Non-Ministerial, in the Pay Level 13 (Rs.1,23,100 – 2,15,900) of pay matrix of 7th CPC (pre-revised scale of Rs.4500-150-5700) in the Central Drugs Testing Laboratory (CDTL), Mumbai, Central Drugs Standard Control Organisation, Directorate General of Health Services, Ministry of Health & Family Welfare on Promotion/Transfer on deputation (including short-term contract) basis. The details of the post, eligibility criteria, job requirement, age limit, etc. required for the post are indicated in **Annexure I**. The pay and other terms and conditions of deputation (including short-term-contract) will be regulated in accordance with DOPT's O.M. No. 6/8/2009-Estt.(Pay-II) dated 17.06.2010 as amended from time to time. Cadre authorities/Heads of Department are requested to forward applications of eligible and willing candidates whose services can be spared for appointment to the said post on deputation (including short-term-contract) basis so as to reach **Shri Amit Kumar, Deputy Director (Admn), Central Drugs Standard Control Organisation HQ, FDA Bhawan, Kotla Road, New Delhi-110002** within 60 days from the date of publication of this advertisement in the Employment News.

2. The Application Form/Curriculum Vitae proforma is at Annexure-II.

LIST OF DOCUMENTS TO BE SENT ALONG WITH THE APPLICATION

1. Application in prescribed format – Annexure II duly filled in and signed by the candidate and countersigned with seal by the Cadre/Appointing authority.
2. Attested copies of APAR/ACRs for the last 5 (five) years duly attested on each page by an officer not below the rank of Under Secretary to the Government of India.
3. Integrity Certificate
4. Vigilance Clearance Certificate
5. Statement of major or minor penalties, if any, imposed on the officer during the last 10 years of service.
6. A certificate to the effect that the particulars furnished by the candidate have been verified and found correct as per service records.
7. Cadre Clearance Certificate.

Note: Incomplete applications or applications not accompanied by the above documents will be summarily rejected.


(Amit Kumar)
Deputy Director(Admn), CDSCO HQ,
FDA Bhawan, Kotla Road, New Delhi-110002

ANNEXURE-I

Filling up of one post of Director Group 'A' Gazetted, Non-Ministerial, in the Pay Level 13 (Rs.1,23,100 – 2,15,900) of pay matrix of 7th CPC (pre-revised scale of Rs.4500-150-5700) at Central Drugs Testing Laboratory (CDTL), Mumbai.

Method of Recruitment	Promotion/transfer on deputation (including short-term contract) failing which by direct recruitment
Eligibility Criteria	<p>Officers under the Central Government/State Governments / Recognised Research Institutions / Public Sector Undertakings / Semi-Government / Autonomous or Statutory Organisation:-</p> <p>(i) holding analogous posts on regular basis;</p> <p style="text-align: center;">Or</p> <p>(ii) with 5 years' regular service in posts in the Pay level 12 (Rs.78,800 – 2,09,200) of 7th CPC pay matrix (pre-revised scale of Rs.3700-5000 or equivalent)</p> <p style="text-align: center;">Or</p> <p>(iii) with 10 years' regular service in posts in the Pay Level 11 (67,700 – 2,08,700) of 7th CPC pay matrix (pre-revised scale of Rs.3000-4500) or equivalent; and</p> <p>possessing the educational qualifications and experience prescribed for direct recruits under column 8.</p> <p>The Departmental Senior Scientific Officer-I (Chemistry) in level – 11 of 7th CPC (Rs.67700-208700) of the pay matrix with 10 years' regular service in the grade will also be considered along with outsiders and in case he/she is selected for appointment to the post, the same shall be deemed to have been filled by promotion.</p> <p>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/contract including period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/department of the Central Government shall not exceed 5 years). The maximum age limit for appointment by transfer on deputation (including short-term contract) shall be not exceeding 56 years as on the closing date of receipt of applications.</p>

Educational qualifications and experience prescribed for direct recruits under coloumn 8.

Essential:

- (i) Master's degree in Chemistry/Bio-chemistry/Pharmaceutical Chemistry / Microbiology / Pharmacy / Pharmacology / Physiology / Botany / Veterinary Science from a recognised University or equivalent;
- (ii) 12 years experience in testing of drugs and coordinating the activities of different branches of a drug testing laboratory.

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

Note 2: The qualification (s) regarding experience is/are relaxable at the discretion of the Union Public Service Commission in the case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, if at any stage of selection, the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

Desirable:

Doctorate degree in the relevant subject from a recognised University or equivalent.

BIO-DATA/ CURRICULUM VITAE PROFORMA

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. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)	
Qualifications/ Experience required as mentioned in the advertisement/ vacancy circular	Qualifications/ experience possessed by the officer
Essential	Essential
A) Qualification	A) Qualification
B) Experience	B) Experience
Desirable	Desirable
A) Qualification	A) Qualification
B) Experience	B) Experience
<p>5.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.</p> <p>5.2 In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.</p>	
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.	
<p>6.1 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 Bio-data) with reference to the post applied.</p>	

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 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. 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 the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent organisation
9.1 Note: 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 Note: 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. 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		
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		
Basis 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 Additional information, 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 (i) additional academic qualifications (ii)		

<p>professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement)</p> <p>(Note: Enclose a separate sheet, if the space is insufficient)</p>	
<p>16.B Achievements: The candidates are requested to indicate information with regard to;</p> <p>(i) Research publications and reports and special projects (ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and; (iv) Patents registered in own name or achieved for the organization (v) Any research/ innovative measure involving official recognition vi) any other information. (Note: Enclose a separate sheet if the space is insufficient)</p>	
<p>17. 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>	
<p>18. Whether belongs to SC/ST</p>	

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)**

Points to be noted by the Borrowing/ Parent Department/ Office to be highlighted in DOP&T circular for compliance by the Ministries/ Departments]

1. Vigilance Clearance will not normally be granted for a period of 3 years after the currency of punishment, if a minor penalty has been imposed on an officer. In case of imposition of a major penalty, Vigilance Clearance will not normally be granted for a period of 5 years after the currency of punishment in terms of DOP&T O.M. No.11012/11/2007-Estt.(A) dated 14.12.2007.
2. While forwarding applications in respect of officers who are about to complete their 'cooling-off' period shortly the instructions of DOP&T as contained in O.M. No.2/1/2012-Estt.(Pay.II) dated 04.01.2013 may be strictly adhered to.
3. A copy of the Application format may be provided by the Borrowing Department in their website in a downloadable form as *Word Document* along with the advertisement.
4. In the case of a vacancy already existing at the time of issue of communication inviting nominations/ publication in the Employment News, the eligibility may be determined with reference to the last date prescribed for receipt of nominations in the concerned administrative Ministry/Department. In the case of an anticipated vacancy, the crucial date for determining eligibility should be the date on which the vacancy is expected to arise.
5. It shall be prominently mentioned in the vacancy circular/ advertisement that the applications/CV not accompanied by supporting certificates/ documents in support of Qualification and Experience claimed by the candidates would not be processed for determining the eligibility of the candidates for the selection.
6. Crucial date for determining the eligibility of the applicants will be counted after excluding the first date of publication of the vacancy/ post in the Employment News. ie., For the vacancy published in the Employment News of 18-24 Jan. 2014, the crucial date will be counted from the 19th Jan. 2014 (excluding the first date of publication).
7. To facilitate determination of eligibility of the applicants working in Public Sector Undertakings/ Autonomous organizations not following the Central Government Scales, their equivalent scales of pay/posts may be confirmed by the borrowing Department. Where necessary, details in this regard may also be ascertained from the lending Department.