



उत्तर पूर्वीय पुलिस अकादमी / North Eastern Police Academy
भारत सरकार / Govt. of India
गृह मंत्रालय / Ministry of Home Affairs
उमसाव, / Umsaw, मेघालय / Meghalaya - 793123
Tele-Fax-0364-2572028 Email. nepa-meg@nic.in

Memo No. NEPA/Estt/Adv.-Proposal/2021/Vol-II/10581-04 Dated Umsaw, the 15/03/2021.

To,

1. The Director/Director General of IB, CBI, BSF, CISF, ITBP, BPR&D, NSG, SPG, NIA, NCB, NCRB, Assam Rifles, DCPW, SSB, NDRF and SVP NPA, LNIN NICFS, FSLs, CRPF, Re-Settlement, Ministry of Defence
2. The Director General of Police of all States/UTs.
3. The Brig., Dy MS(A) MS Branch, IHQ of Ministry of Defence.
4. Computer Section, NEPA – for uploading on Academy's website

Sub: Inviting nomination for filling up the post of "Superintendent" Group 'B' Non-Gazetted, Ministerial by Transfer on Deputation in the Pay Matrix Level-6 - reg.

Sir,

Nominations are invited for filling up 1 post of "Superintendent" Group 'B' Non-Gazetted, Ministerial in the Pay Matrix Level-6 in this Academy by Transfer on Deputation.

2. The eligibility criteria (educational qualifications, experience, etc) are prescribed in the enclosed **Annexure-I**.

3. It is requested that the above vacancy may kindly be circulated among all Departments / Institutions / Offices under your charge and also posted on your websites. The nominations of eligible officers along with, (a) their bio-data in the prescribed proforma (**Annexure-II**) duly attested, (b) Copies of Annual Confidential Reports for the last five years (2015-16 to 2019-20) duly attested by an officer not below the rank of Deputy Secretary, (c) details of major and minor penalties for the last 10 years and (d) Certificate(s) of Integrity, Vigilance and Cadre Clearance, may please be forwarded to this Academy **through proper channel** at the earliest and in any case not later than 60 days from the last day of the date of publication of the advertisement.

4. Application received incomplete in any respect or those not accompanied by the documents / information mentioned in para 3 above will **NOT** be considered. The cadre controlling authorities may ascertain that the particulars sent by the officers are correct as per the service record. Selected officers may elect to draw either the pay in the scale of pay of deputation post or his Basic Pay in the parent cadre as per rule.

Encl: Annexure I & II

Yours faithfully,


(Bipin Kumar)
Addl. Director

Copy to :

The Under Secretary, PT Section, Police I Division, North Block, New Delhi-110 001- with arequest to publish the vacancy in MHA Website.



Details of the post of "Superintendent" in North Eastern Police Academy, Umsaw-793123

1. Name of the Post : Superintendent
2. Classification of the post : General Central Service, Group- "B" Non Gazetted, Ministerial.
3. Scale of Pay : Level-6 of the Pay Matrix.
4. DA, HRA & other allowances: As admissible under Central Govt. Rules amended from time to time.
5. Method of Recruitment: : By transfer on deputation/ transfer.
6. Eligibility Criteria :
 - (a) Officers under the Central Government: -
 - (i) Holding analogous post on regular basis; or
 - (ii) With five years' regular service in the scale of pay of PB-1 ₹5,200-20,200/- with Grade Pay of ₹2800/-(Level-5) or equivalent.
 - (iii) With ten years' regular service in the scale of pay of PB-1 ₹5,200-20,200/- with Grade Pay of ₹2400/-(Level-4) or equivalent; and
 - (b) Possessing three years' experience in administration & establishment matter
7. Deputation period : **Note 1:** Period of deputation including the 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 exceed three years.
8. Nature of Duty : The Superintendent is the in-charge of office establishment comprising various sections and he/she is required to supervise the works of these sections, besides performing other duties assigned by the higher authority from time to time.
9. Selected candidate will have the option to draw basic pay in the scale of pay of parent department plus following Allowances admissible during the period of deputation: -
 - (a) Deputation Duty Allowance @ 10% on revised basic pay of pay matrix (as per rule).
 - (b) SDA @ 10% on revised basic pay matrix
 - (c) Transport Allowance as per slab & other facilities like Rent free accommodation, Medical, Education, Welfare, etc.



BK
15/3/21
(Bipin Kumar)
Addl. Director

CURRICULUM VITAE PROFORMA (For the post of _____)

1. Name of the Candidate :
(in block Letters)
2. Date of Birth :
(in Christian era)
3. Date of retirement under :
Central / State Govt. 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)

	Qualification / Experience Required	Qualifications / Experience Possessed by the officer
Essential	(1) (2) (3)	
Desired	(1) (2)	

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 including present post held with details in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office / Institution	Post held	From	To	level in the pay matrix (Indicate & basic pay)	Nature of duties

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/ Organisation to
which you belong:
10. Additional details about present employment:
Please indicate whether working under (indicate the name of your employer against relevant
column)
- (a) Central Govt.
 - (b) State Govt.
 - (c) Others
11. Please state whether you are working 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/Absorption/Re-employment.
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. 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

Date:

Contact Address _____

Mobile No. _____

Email ID _____

Countersigned

(Employer with Seal)

Certificate to be given by Head of the Office of the Applicant

1. Certified that particulars furnished by Shri / Smt. / Kum. _____ have been verified from his / her record and found correct.
2. No vigilance case is either pending or contemplated against Shri / Smt. / Kum. _____. His / her integrity is certified.
3. No major / minor penalty has been imposed on Shri / Smt. / Kum. _____ during the last 10 years as per records in the Ministry / Department.

Signature of head of the Office with seal

Note: Attested copies of Annual Confidential reports for the preceding five years (from 2015-16 to 2019-20) along with Integrity, Vigilance Certificate and details of Major / Minor penalty for the last 10 years should be enclosed.