

राष्ट्रपति सचिवालय
राष्ट्रपति भवन
PRESIDENT'S SECRETARIAT
RASHTRAPATI BHAVAN

संख्या
No.A-17011/1/17-Estt

नई दिल्ली - 110004
New Delhi - 110004, the 21 June, 2019

Subject: Filling up the post of "Supervisor" in Household Establishment of President's Secretariat on deputation basis.

This Secretariat proposes to fill up the following vacancy on deputation basis, initially for two years, as detailed below:-

S.No.	Name and Level of post	No. of vacancies	To be filled up from
1.	Supervisor (Level 06 of Pay Matrix)	01	By deputation from Central/State Government or Public Sector with persons holding analogous post(s) and qualification of Graduation with 05 years experience of working on a supervisory post in a Hotel/Guest House.

2. The format of application is appended as Annexure 'A'. The application from the willing and eligible officials, whose services can be spared, may be forwarded through proper channel to **"The Deputy Secretary, Establishment Section, President's Secretariat, Rashtrapati Bhavan, New Delhi - 110004"**, along with attested copies of ACRs/APARs for the last 5 years, integrity certificate and vigilance clearance, so as to reach this Secretariat latest by **5th July, 2019**.



(Pankaj Saurabh)
Under Secretary (Estt)

- (1) Name of post applied for : **SUPERVISOR**
- (2) Name of the candidate:
- (3) Date of Birth:
- (4) Permanent Address:
- (5) Address for Correspondence:
- (6) Contact No./email id
- (7) Educational qualification (s):
- (8) Present Post held & Date from which working:
- (9) Present place of working:
- (10) Present Pay:
- (11) Working experience:
- (12) Service particulars from the date of initial appointment
(alongwith brief of duties performed):

Paste self-attested
passport size
photograph
(signed partly on
photo and partly
on paper)

Declaration

1. I, hereby declare my posting on deputation as SUPERVISOR in Household Establishment of the President's Secretariat shall not derive any right to me to claim seniority in the said post in respect of the services rendered by me on deputation.
2. I will not claim absorption in Household Establishment of the President's Secretariat in the said post.
3. I am liable to be repatriated to my parent organisation for any inaccuracies in the details noted above or for contravention of any provisions in the rules/orders governing the deputation.

Date:
Place:

Signature of the applicant

**CERTIFICATE TO BE RECORDED BY THE HEAD OF OFFICE WHILE
FORWARDING THE APPLICATION**

1. Certified that the particulars given by the applicant are true and have been verified from the service records.
2. The applicant, if selected, will be relieved immediately.
3. Copies of ACR/APAR for the last five years are enclosed.
4. No disciplinary/vigilance case is pending or contemplated against the official. There is nothing against the applicant which makes him/her ineligible for consideration for appointment to the post of SUPERVISOR. No major/minor penalty is in force or current against the official.
5. Recommendations:

Date

Signature of the Head of Office
with office seal
and Telephone No

Place