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DOEACC Society
(An Autonomous Scientific Society of Department of Information Technology, Govt. of India)

Electronics Niketan, 6, CGO Complex, New Delhi-110 003

Tel: 011-24363936, Fax: 24363937

Website: www.doeacc.edu.in, www.doeacc.ac.in

DOEACC Society, New Delhi, an Autonomous Scientific Society of the Department of Information Technology, Ministry of Communications and IT is a premier IT Education and Training Institution of the Govt. of India in the non-formal sector. The objective of the Society is to carry out Human Resource Development activities in the area of Information, Electronics and Communications Technology (IECT) through its various Centres in the country, apart from Consultancy and allied services in India and abroad.

2. DOEACC Society is looking for well qualified, experienced and dynamic persons for the following posts at its Aizawl & Chandigarh Centre and Headquarters at New Delhi. The eligibility, experience and educational qualifications etc. required for the posts, are mentioned as under:

1. Director, Aizawl Centre (01 post)

Scale of pay: Rs. 16,400-450-20,000

Method of Recruitment: Direct Recruitment on term contract basis for a period of five years.

Age: Not more than 45 years as on the last date of receipt of application (Relaxation applicable as per Govt. of India Rules)

Educational Qualifications & Experience:

B.E./B.Tech/M.Sc./MCA/DOEACC 'B' level or equivalent Degree in the area of Information/Electronics/Computers/Communications Technology/Electrical/Mechanical/Production/Industrial Design with minimum 60% marks from a recognized University/Institution with 15 years experience in relevant area, **OR**

M.E./M.Tech Degree in the area of Information, Electronics & Communications Technology/ Electrical/Mechanical/Production/Industrial Design with minimum 60% marks from a recognized University/Institution with 12 years experience in the relevant area, **OR**

Ph.D. in Science/Engineering from a recognized University/Institution with 10 years experience in the relevant area.

(Out of the above mentioned experience, atleast 3 years should be in immediate lower scale i.e. Rs. 14,300-18,300 or equivalent)

Area of experience: Industry/Education/Education related research/management in the area of Information/Electronics/Computers/Communications Technology.

Job responsibilities:

The person selected for the post will be the overall in-charge as Head of the Centre and will be responsible for providing dynamic leadership on all technical, administrative and financial management of the Centre. He/She is expected to fully exploit the revenue generation potential to help produce quality human resources in the area of Information, Electronics and Communications Technology (IECT). The Director will function under the control and supervision of the Executive Director, DOEACC Society.

2. Chief Controller of Examinations (New Delhi) - 01 post

Scale of pay: Rs. 16,400-450-20,000

Method of Recruitment: Direct Recruitment on term contract basis / On deputation basis.

Age: Not more than 45 years (under Direct Recruitment) as on last date of receipt of application. (Relaxation applicable as per Govt. of India Rules)

Educational Qualification & Experience:

A) Under Direct Recruitment

B.E./B.Tech/M.Sc./MCA/DOEACC 'B' level or equivalent Degree in the area of Information/Electronics/Computers/Communications Technology/Electrical/Mechanical/Production/Industrial Design with

minimum 60% marks from a recognized University/Institution with 15 years experience in the relevant area, **OR**

M.E./M.Tech Degree in the area of Information/Electronics & Communications Technology/ Electrical/Mechanical/Production/Industrial Design with minimum 60% marks from a recognized University/Institution with 12 years experience in the relevant area, **OR**

Ph.D. in Science/Engineering from a recognized University/Institution with 10 years experience in the relevant area.

(Out of the above mentioned experience, atleast 3 years should be in immediate lower scale i.e. Rs. 14,300-18,300 or equivalent)

Area of experience: Education/ Education related research/ management in the area of Information/Electronics/ Computers/ Communications Technology.

Desirable:

- i) Persons having experience of working in Educational Institutions and conversant with conduct/ management of examinations.
- ii) Track record of absolute integrity and proved ability to maintain strict confidentiality.

B) Under deputation

In case of deputation, officers of the Central/State Government/ other Govt. Bodies:

- i) holding analogous post on regular basis.

OR

having 5 years regular service in the scale of pay of Rs.14,300-400-18,300/- or equivalent level

- ii) Possessing qualifications as prescribed for Direct Recruitment and experience in Education/Education related research/management in the area of Information/Electronics/Communications Technology.

Desirable: Track record of absolute integrity and proved ability to maintain strict confidentiality of official matters.

3. Joint Director/Scientist 'D' (New Delhi) - 01 post

Scale of pay: Rs. 12,000-375-16,500

Method of Recruitment: Direct Recruitment on term contract basis / On deputation basis.

Age: Not more than 40 years (under Direct Recruitment) as on last date of receipt of application. (Relaxation applicable as per Govt. of India Rules)

Educational Qualifications & Experience:

A) Under Direct Recruitment

BE/B.Tech./M.Sc/MCA/DOEACC 'B' level or equivalent Degree in the area of Information/ Electronics/ Computer/ Communications Technology/ Electrical/Mechanical/Production/ Industrial Design with minimum 60% marks from a recognized University /Institution with 09 years service in a responsible position in the relevant area , **OR**

M.E./M.Tech Degree in the area of Information/Electronics/ Communications Technology/ Electrical/Mechanical/ production / Industrial Design with minimum 60% marks from a recognized University/Institution with 8 years service in a responsible position in the relevant area , **OR**

Ph.D. in Science/Engg. from a recognized University/Institution with 5 years service in a responsible position in the relevant area , **OR**

(Out of the above mentioned experience, minimum 3 years should be in the scale of Rs. 10,000-15,200 or equivalent).

Area of experience: Information/Electronics/Communications Technology. Working experience in Education & Training related activities/management will be preferred.

B) Under deputation

In case of deputation, officers of the Central / State Government / Other Govt. Bodies:

- i) holding analogous post on regular basis. **OR** having 5 years regular service in the scale of pay of Rs. 10,000-325-15,200/-

ii) Possessing qualifications as prescribed for direct recruitment.

4. i) **Chief Finance Officer** - **01 post (New Delhi)**
ii) **Financial Controller** - **01 post (Chandigarh)**

Scale of pay: Rs. 12,000-375-16,500

Method of Recruitment: Direct Recruitment on term contract basis / On deputation basis.

Age: Not more than 50 years (under Direct Recruitment) as on last date of receipt of application.
(Relaxation applicable as per Govt. of India Rules)

Educational Qualifications & Experience:

A) Under Direct Recruitment

Degree from a recognized University or equivalent with CA/ICWA/CS/MBA (Finance)/SAS/JAO (examination conducted by C&AG/CGA)

Experience:- 12 years experience in respect of CA/ICWA/CS/MBA(Finance) qualified (15 years experience in respect of SAS/JAO qualified and conversant with commercial accounts) related to financial/accounts/budgetary control matters in Government, Autonomous Bodies or commercial organization/industry of repute out of which 7 years in supervisory responsible position (atleast 3 years in immediate lower scale of pay of Rs. 10,000-15,200 or equivalent).

B) Under deputation

In case of deputation, officers of the Central/State Government/other Govt. organization:

i) holding analogous post on regular basis, OR

having 5 years regular service in the scale of pay of Rs.10,000-325-15,200 or equivalent, and having experience of working in Government, Autonomous Bodies or commercial organization/industry of repute and conversant with commercial accounts related to financial/accounts/budgetary control matters.

ii) Possessing qualifications prescribed for Direct Recruitment.

GENERAL

Candidates meeting the above eligibility requirements may send in their application complete in all respect in the prescribed proforma (Annexure) alongwith attested copies of certificates relating to qualifications, date of birth etc. by the last date prescribed in an envelop superscribed as “**Application for the post of**” and addressed to the Registrar, DOEACC Society (Headquarters), Electronics Niketan, 6, CGO Complex, New Delhi-110 003 within 45 days from the date of publication of this advertisement.

Persons working in Govt./PSUs/Autonomous Bodies desirous of applying for the post on deputation basis may send their application **through proper channel**, along with photocopies of ACRs of the last five years duly attested by an officer not below the rank of Under Secretary or equivalent and vigilance/disciplinary clearance. The integrity of the officer may also be certified alongwith a certificate that no minor/major penalty has been imposed on him. Applications received directly will not be entertained.

Last date for receipt of applications : Within 45 days of the publication of this advertisement in the Employment News.

Exemption from the rule of immediate absorption for considering candidates on deputation exists for a period of five years from the date of appointment for the posts mentioned at Sr. No. 2 to 4. Government Rules on reservations/concessions will be applicable. The above scales of pay carry other allowances as admissible under the Rules.

Note:

1. Applications which are not in conformity with the requirements indicated in the advertisement are liable to be rejected.
2. Only short-listed candidates will be called for interview. Mere fulfilling of requirements as laid down in the advertisement does not qualify a candidate for interview.

5. Consultant (Civil) – monthly remuneration of Rs. 20,000/- (consolidated).

The Society is in process of construction of its own building at Dwarka, New Delhi. The retired Engineer not below the rank of Assistant Engineer (Civil) having wide experience of construction of multi-storied buildings, is required as Consultant (full time) to look after the matters relating to construction of building of the Society. The appointment will be initially for a period of one year which may be extended for a further period depending upon the performance. The desirous persons may send their Bio-data with detailed work experience on a plain paper **within one month** from the date of publication to the undersigned on the address given above.

**Registrar,
DOEACC Society**

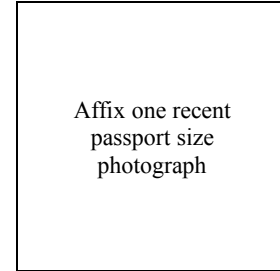
(Annexure)

PROFORMA FOR APPLICATION

Application for the post of (name of the post)

PART-I

1. Name in Full :
2. Father's name :
3. Sex - Male/Female :
4. Nationality :
5. Date of Birth :
(Proof of age shall be enclosed)
Age:Y.....M.....D
(As on _____) :
6. Marital Status :
7. Whether belongs to
SC/ST/OBC/PH/General :
(Proof shall be enclosed in case of SC/ST/OBC/PH)
8. Whether presently working in Govt. /
Semi-Govt/Public Sector Undertaking/
Autonomous/Corporate Bodies :
(If yes, the application shall be sent through proper channel)
9. Permanent Address :
10. Address for correspondence with
Telephone Nos. Office :
Residence :
E.Mail I.D :
:
11. Academic & Professional Qualifications :



Name of the Instt./ Board/University	Year of Passing	Exam/Degree	Percentage of marks in aggregate and Division

12. Field of Specialization, Resume of Research Work and Publications, if any (one set of reprints to be furnished, if available) :
13. Employment History in chronological order (including training) :
14. Professional experience (please give full details) :
15. Special achievements (please give details) :
16. Details of Research work and Publications (one set of reprints to be furnished, if available) :
17. Details of present employment :
 - i) Designation :
 - ii) Date from which held :
 - iii) Scale of the pay :
 - iv) Whether present post is held on regular/tenure/ deputation or adhoc basis and since when :
 - v) If on deputation, details of post held on regular basis/ scale of pay and since when :
 - vi) Name of the organisation with full address indicating name and designation of the contact person and Telephone/Fax numbers :
 - vii) Category of the Organisation :
 - a) Government / State Government :
 - b) PSU / Autonomous Bodies :
 - c) Private :
18. Whether applying on Direct Recruitment
or Deputation basis. :
19. Any other information:

Declaration

I hereby solemnly declare that all the above statements are true and correct to the best of my knowledge and belief.

Place : _____

Signature

Date : _____

Name of the applicant

PART -II

(To be filled in by the Competent Authority in the case of candidates who are presently working in Government /PSUs/Autonomous Organisations only)

Certified that :-

- i) The information given above by the officer is correct.
- ii) No vigilance/disciplinary proceedings are either pending or contemplated against the above mentioned officer.

Signature

:

Name

:

Designation

:

Department/

:

Organization

:

Date : _____