



Central Forensic Science Laboratory

Directorate of Forensic Science Services
Ministry of Home Affairs, Govt. of India
DJ-10/1, Action Area-1D, New Town, Kolkata-700160
(Phone No. 033-2284, email- dirctfslkol@gmail.com)

Filling up the posts of Stenographer Grade-4 in the office of the Central Forensic Science Laboratory, DFSS, MHA, DJ-10/1, Action Area-1D, New Town, Kolkata-700160 on deputation basis.

It is proposed to fill up three posts of Stenographer Grade-4 in the Pay Level-8 in the office of the Director, Central Forensic Science Laboratory, Directorate of Forensic Science Services, M.H.A., Govt. of India, DJ-10/1, Action Area-1D, New Town, Kolkata-700160 on deputation basis.

Details of the post of Stenographer Grade-4 in the office of the Central Forensic Science Laboratory, Kolkata.

1. Name of the post : Stenographer Grade-4
2. Classification of the post : General Central Service, Group-5, Non-Gazetted, Ministerial

3. Number of vacancy : 03 (THREE)

4. Pay : Pay Level-8 (Rs. 35400-112400) in the pay matrix

5. Mode of recruitment : Deputation

6. Eligibility : Officers holding the post of Stenographer under the Central Government

- (i) holding analogous post on regular basis in the parent cadre or department; or
(ii) with six years regular service in the Level-5 in the Pay Matrix or equivalent in the parent cadre or department; or
(iii) with ten years regular service in the Level-4 in the pay matrix or equivalent in the parent cadre or department.

Note-1: 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 the deputationists shall not be eligible for consideration for appointment by promotion.

Note-2: The 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 or department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be 'Not exceeding 58 years' as on the closing date of the receipt applications.

The nomination received without Bio-data, Integrity and Vigilance Clearance Certificate will be summarily rejected and no communication will be made in this regard.

The application, in given proforma as per Annexure-I, may be sent through proper channel to the Director, Central Forensic Science Laboratory, Directorate of Forensic Science Services, MHA, Govt. of India, DJ-10/1, Action Area-1D, New Town, Kolkata - 700160 within six weeks from the date of issue of this Advertisement.

(B. Badoniya)
Director
Annexure-I

Proforma for Application for the post of Stenographer Grade-4 on deputation

- Name of the candidate (In Block Letters) :
- Date of Birth:
- Educational Qualification:
- Present post held with date:
- Present Pay Level with total emoluments:
- Date of superannuation:
- Details of experience in administration work:
- Details of employment in chronological order:

Office	Post held	From	To	Scale of Pay	Nature of duties

9. Professional Qualification, if any:

10. Whether SC/ST/OBC:

11. Additional information, if any, which you would like to mention in support of your suitability for post:

12. Remarks

DECLARATION

I do hereby declare that the particulars furnished by me above are correct to the best of my knowledge and belief.

SIGNATURE OF APPLICANT

DEPARTMENTAL ENDORSEMENT

- Certified that the particulars given in the application have been found to in accordance with the official records.
- Certified that the no vigilance/disciplinary case are either pending or contemplated against the applicant.
- An integrity certificate in his favour is enclosed.
- A certificate to the effect that no major / minor penalties have been imposed on the applicant during the last ten years is also enclosed.
- Annual Performance Appraisal Reports of the applicant for the last five years are enclosed.
- Certified that the candidate will be relieved immediately on selection.

Signature, Name & Designation