

**VACANCY CIRCULAR FOR THE
POST OF SECTION OFFICER IN
UNIQUE IDENTIFICATION
AUTHORITY OF INDIA (UIDAI)
REGIONAL OFFICE, BENGALURU.**



The Authority invites applications on the prescribed form for the following post on deputation in its Regional office located at Bengaluru.

S. No	Name of the post	Number of the post vacant	Pay scale with grade pay
01	Section Officer	01	Pay Matrix Level 8 (Pre revised Pay Band II Rs.9300-34800 plus Grade Pay of Rs.4800/-)

For application form, eligibility criteria, desirable qualification/experience and related details, please Visit: www.uidai.gov.in. Applications completed in all respects along with the CRs, Vigilance clearance etc., should be sent through proper channel to ADG (HR), UIDAI Regional Office, Bengaluru on or before 20.06.2018.

Sd/-
Deputy Director

**Application for the post of SECTION OFFICER on deputation in UIDAI, RO, Bengaluru
(since this vacancy is to be filled up on deputation basis, private candidates are not eligible)**

1	Name				Paste your recent Passport Size Photograph	
2	Date of Birth					
3	Present Post					
4	Date from which the present post is held					
5	Present place of posting					
6	Service					
7	Parent Cadre					
8	Date of joining service					
9	Pay Band of the present post					
10	Basic pay drawn					
11	Old Pay drawn					
12	Whether the eligibility criteria prescribed for the post are satisfied					
13	Mobile /Office/Residence Number				Mobile: _____ Office: _____ Res.: _____	
14	Educational / Professional Qualification (Please mention Graduation and above)					
Sl. No	Qualification	Subject	Year / Division	Institution / University Place / Country		
15.	Details of Experience/ employment (Please attach a separate sheet, if required)					
Sl. No	Office	Post Held	Nature of duties performed	From	To	Pay Level & Cell in Pay Matrix (Pay Band along with Grade Pay in pre-revised scale)
16	Date of retirement under Central Government Rules					
17	Training(s) undergone					
18	Language proficiency					

Certified that information furnished above by me is correct in all respect to the best of my knowledge & belief.

Date & Place

(Signature of the Candidate)

**VACANCY CIRCULAR FOR POST IN REGIONAL OFFICE, BENGALURU OF
UNIQUE IDENTIFICATION AUTHORITY OF INDIA (UIDAI)**

The Authority would like to fill up the following post on deputation in its Regional Office located at Bengaluru.

Sl. No	Regional Office	Name of the post	No. of vacant post
1	Bengaluru	Section Officer	1

Eligibility Criteria and Desirable Qualifications/Experience for the above posts are as under

Name of the post and pay scale with Grade pay	Eligibility Criteria	Desirable Qualifications/Experience
Section Officer (Rs.9300-34800+4800) Pay Matrix Level 8 (Pre revised Pay Band II Rs.9300-34800 plus Grade Pay of Rs.4800/-)	i. Holding analogous post in the parent department/organisation Or ii. With two years services in the grade rendered after appointment thereto on regular basis in posts in the Pay Matrix Level-7 (pre-revised Pay Band II Rs.9300-34800 plus Grade pay of Rs. 4600/-) or equivalent in the parent cadre/department. OR iii. With six years services in the grade rendered after appointment thereto on regular basis in posts in the Pay Matrix Level-6 (pre-revised Pay Band II Rs.9300-34800 plus Grade Pay of Rs.4200/-) or equivalent in the parent cadre/department.	1. Two years experience in Finance/Accounts/Administration/ Legal/ Establishment/ Human Resources/ Budgeting /Vigilance/ Procurement/ Planning and Policy /Technical matters/ implementation or Government Schemes etc. 2.Excellent noting/drafting. 3. Proficiency in handling computers with Excellent Computer skills and experience in managing IT software / Software applications and user support 4. Language proficiency in Kannada and/or Tamil

Field of Selection:

Officers of Central Government / State Governments / UT Governments

Period and other terms and condition of deputation

- i. The initial period of deputation shall be for three years extendable by a further period of two years as per Department of personnel & Training O.M.No.6/8/2009-Estt. (pay-II) dated 17.06.2010. The terms and conditions of deputation will be governed by the aforementioned DOP&T's O.M. of 17.6.2010 and Government of India's instructions issued from time to time on the subject.
- ii. The officer selected would be required to travel for liaising with Government Departments, application support and operations team etc. Travelling is also required for field level monitoring.

Eligibility for Government Accommodation

As per the ongoing arrangement (further continuity of which is subject to approval of Ministry of Urban Development), the officers appointed in the UIDAI will be eligible for General Pool Residential Accommodation at par with Central Government employees.

Last Date for receipt of applications complete in all respects:

On or before 20th June, 2018

Documents to be forwarded along with application:

The application along with Cadre clearance/Vigilance clearance from Department and copies of five years ACRs duly attested by an officer of the level of Under Secretary should be forwarded through parent Department in the prescribed format attached. Incomplete applications is liable for rejection.

Address for Communications:

The applications may be forwarded in the prescribed format to the Regional Office at the address given below:

Regional Office	Address
Bengaluru	Assistant Director General (HR) UIDAI Regional Office, No.49, Khanija Bhavan, Race Course Road, Bengaluru – 560001 Telephone : 080 22340104

Sd/-
Deputy Director (HR)