

VACANCY CIRCULAR FOR THE POSTS OF DEPUTY DIRECTOR/ PRIVATE SECRETARY/ ASSISTANT 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 (Anticipated)	Pay scale with grade pay
01	Assistant Section Officer	01	Pay Matrix Level 6 (Pre revised Pay Band II Rs.9300-34800 plus Grade Pay of Rs.4200/-)

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 04.06.2018.

Sd/-
Deputy Director

**Application for the post of ASSISTANT SECTION OFFICER in Regional office of UIDAI,
Bengaluru**

1	Name				
2	Date of Birth				
3	Present Post				
4	Date from which the present post is held				
5	Present place of posting				
6	Service and Batch				
7	Parent Cadre				
8	Date of joining service				
9	Pay Band of the present post				
10	Basic pay drawn				
11	Grade pay				
12	Whether the eligibility criteria prescribed for the post are satisfied				
13	Educational / Professional Qualification (Please mention Graduation and above)				
	Sl. No	Qualification	Subject	Year / Division	Institution / University Place / Country

14	Details of Experience / employment (Please attach a separate sheet, if required)				
Office	Post Held	From	To	Pay Band along with Grade pay	
15	Date of retirement under Central Government Rules				
16	Training(s) undergone				

Certified that information furnished above by me is correct.

(Signature of the Candidate)

- Note:
- i) The above applications should be forwarded through the parent Department /Organization along with Cadre Clearance / Vigilance Clearance and copies of five years Annual Confidential Records, duly attested by an officer of the level of under Secretary.
 - ii) Applications not forwarded through parent organization along with requisite documents will not be considered.
 - iii) Only serving Officers of Central Government/State Government/UTs/ PSUs/Autonomous bodies are eligible to apply.

**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	Assistant 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
Assistant Section Officer (Rs.9300-34800+ 4200) Pay Matrix Level 6 (Pre revised Pay Band II Rs.9300-34800 plus Grade Pay of Rs.4200/-)	i. Holding analogous post in the same scale of pay; or ii. four years experience in the scale of 5200-20200+2400	Excellent drafting, typing, skills, Proficiency in computers. Experience in handling Administrative matters/ budget/policy matters/ implementation of Govt. Schemes

Field of Selection:

Officers of Central Government / State Governments / UTs / PSUs / Autonomous bodies

Period and other terms and condition of deputation

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.

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 04.06.2018

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