

F.No. 20025/66/2024-NCST (e-29322)

Government of India
Ministry of Tribal Affairs
(NCST Section)

Gate No. 2, Ground Floor.
Jeevan Tara Building, Ashoka Road,
Patel Chowk, New Delhi- 110001.
Dated: 11.09.2025

To,

The Director,
Directorate of Advertising and Visual Publicity,
Ministry of Information and Broadcasting,
Phase – IV, Soochana Bhawan,
CGO, Complex, Lodhi Road, New Delhi- 110003.
(Email: davpcamp@gmail.com)

Subject: Filling up of one (1) post of Assistant Director (Programming) 'Group A' in National Commission of Scheduled Tribes (NCST) on deputation basis-Release of advertisement regarding.

Sir/Madam,

The undersigned is directed to refer to the subject mentioned above and to send herewith vacancy circular for appointment to the post of Assistant Director (Programming), Group A in National Commission of Scheduled Tribes (NCST) on a deputation basis.

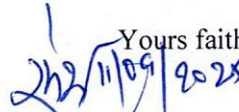
2. It is requested that the advertisement/ vacancy circular may be released in Employment News (with complete details as per annexure I).

A window text of the advertisement matter also to be published in some National level News Papers 'i.e. Times of India, Hindustan Times, Hindustan, Dainik Jagran & Punjab Kesari' (as per Annexure II)

3. The date of release of the advertisement may kindly be intimated to this Ministry.

4. This issues with the approval of the competent authority.

Encl: As above.

Yours faithfully,


(Ramesh Chand Chandrawal)
Under Secretary to the Govt. of India

Copy to:

1. Director (CS Division) , Department of personnel and Training , North Block, New Delhi with the request to get this uploaded on the DoPT website as per Annexure I .

2. All Central Ministries & Departments with request to circulate the vacancy circular amongst all employees of your ministry/ Department as per Annexure I
3. All State/Union Territories Governments with request to circulate the vacancy circular amongst all employees of your State/UT government as per Annexure I
4. Secretary, NCST with the request to get this uploading on the NCST website as per Annexure-I
5. Director, NIC cell , MoTA with the request to get this uploading on the website of the Ministry of Tribal Affairs (Annexure I)
6. E-office notice board.

Annexure I
(to be published in Employment News)

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VACANCY CIRCULAR

1. Applications are invited from eligible and willing officers under the Central Government or State Governments or Union territory or statutory or autonomous organisations or public sector undertakings or recognised Universities or recognised research institutions for appointment to one post of Assistant Director (Programming) in the National Commission for Scheduled Tribes (NCST) in Level 10 in the pay Matrix (Rs.56100-177500) on deputation basis.

2. **ELIGIBILITY CONDITIONS FOR THE POST :**

Officers of the Central Government, State Governments, Union Territories, autonomous or statutory organisations, Public Sector Undertakings, universities or recognised research institutions: -

(A) (i) Holding analogous post on regular basis in the parent cadre or/Department; or

(ii) With two years' service rendered after appointment to the post on a regular basis in posts in Level-9 (Rs.53100-167800/-) of Pay Matrix or equivalent in the parent cadre or Department; or

(iii) With four years service rendered after appointment to the post on a regular basis in posts in Level-8 (Rs.47600-151100/-) of Pay Matrix or equivalent in the parent cadre or Department; and

B) Possessing the following qualifications and experience:

(i) Masters Degree in Computer Applications or Information Technology or Computer Science or Software Engineering from a recognised University or Institute;

OR

Bachelor of Engineering or Bachelor of Technology in Computer Engineering or Computer Science or Computer Technology or Computer Science and Engineering or Software Engineering or Information Technology or Electronics Engineering or Electronics and Communication Engineering from a recognised University or Institute; and

(ii) three years experience in electronic data processing or computer programming or software development or data base management system or web designing or networking or organising computerised information storage and retrieval system or data security.

3. The selected officers will be posted in the NCST Headquarter at New Delhi.
4. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization / department of the Central Government shall ordinarily not exceed three years. The selected officers will be on deputation for a period of three (3) years initially which can be curtailed or extended further, depending upon the requirement and with the consent of the officer and approval of the lending department. The usual deputation terms will be applicable.
5. The maximum age limit for appointment by deputation shall not be exceeding fifty-six (56) years as on the closing date or receipt of applications.
6. The Pay etc. of the officer selected will be regulated in accordance with the Department of Personnel & Trainings' O.M No. 6/8/2008-Estt. (Pay-II) dated 17.06.2010 as amended from time to time.
7. Applications (in the format as at Annexure) of only those officers, whose services can be spared immediately on their selection, are to be forwarded along with attested photocopies of their complete APARs for the last five (5) years, Vigilance clearance, a separate integrity certificate and a statement showing details of major /minor penalties imposed on them, if any during the period of last 10 years, through proper channel through e-mail on following emails: ashok.kgupta@nic.in, vinod.k69@gov.in and ncst-section@tribal.gov.in The hard copy of the application alongwith all the signed documents should also reach by post before the last date of receipt of application to Shri Ramesh Chand Chandrawal, Under Secretary (NCST), NCST Section, Ministry of Tribal Affairs, First Floor, Gate No. 5, Jeevan Tara Building, Ashoka Road, Patel Chowk, New Delhi- 110001.
8. An officer, once selected will not be allowed to withdraw his/her candidature subsequently.
9. Applications received after last date of receipt of applications and/or found to be incomplete in any manner, will not be considered.
10. Application found to be incomplete in any manner and / or not accompanied by all the requisite documents will not be entertained.
- 11 Bio-data of only those officers, whose services can be spared immediately on their selection, may be forwarded.

The last date of receipt of application will be 60 days from the date of publication of the advertisement in the Employment News.

Yours faithfully
27/11/2025

(Ramesh Chand Chandrawal)
Under Secretary to the Govt. of India

ANNEXURE

Performa for Application for the Post of Assistant Director

1. Name and address in Block letters:
2. Date of Birth (in Christian era);
3. Date of entry into service :
4. Date of retirement under Central Govt./State Govt./
5. Educational & Other Qualifications
6. Whether Educational and other qualifications required for the post are satisfied (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)
7. Services to which belongs and the cadre and year of allotment .(If applicable)
8. Present post held and whether it is a cadre post.
9. Present grade and the scale of pay and date of appointment thereto on regular posts:
10. Nature of present employment, i.e. Regular/ad-hoc/temporary/permanent.
11. In case the present employment is held on deputation /contract basis, please state name of parent office/organization to which you belong:
12. Name of parent office /organization to which you belong:

13. Details of experience in chronological order (enclose a separate sheet, dully authenticated by your signature ,if any space below is insufficient):

Sl.No	Office/ Institution	Post held with scale of pay	Period of service		Basic pay	Nature of appointment regular/ad hoc/deputation	Duties (in brief)
			From	To			

14 Are you in revised scale of pay as per 7th CPC ? if yes, give the date from which the revision took place and also indicate in the pre-revised scale of pay:

15 Basic pay and total emoluments per month now drawn
(pay Band, pay and Grade pay to be indicated if
drawing pay in revised pay structure.):

16 Whether belonging to **SC/ST /OBC**:

17. Additional information, if any, which you would like to, mention
in support of your suitability for the post . Enclose a separate sheet,
if the space is insufficient:

18 Additional details about present employment, if any

19. Please state clearly whether in the light of entries made above, you meet the requirement of the post: Yes/No

Date.....

Signature of the applicant

Address.....

.....

Certificate

(to be filed in by the Parent Office/Department)

1. Certified that the particulars furnished above by the applicant have been checked from available records and found correct.
2. Certified that the candidate is eligible for the post as per conditions mentioned in the advertisement.
3. Certified also that either no vigilance case is pending or being contemplated against the applicant. Integrity of the applicant is also certified.
4. Photocopies of complete and up to date CR Dossier of the officer for the last five years, duly Attested, on each page enclosed.
5. No major/minor penalty has been imposed on the concerned officer during the preceding ten years.

(Signature)

Name & Designation of the Head of the Department/

Authorised Signatory with seal

Telephone Number

(To be published / Advertised in National News Paper)

F.No. 20025/66/2024-NCST (e-29322)
Government of India
Ministry of Tribal Affairs

Filling up of (1) post of Assistant Director 'Group A' in National Commission of Scheduled Tribes (NCST) on deputation basis in the Level 10 in the pay Matrix (Rs. 56100-177500/-)

Applications are invited from eligible and willing officers under the Central Government or State Governments or Union territory or statutory or autonomous organisations or public sector undertakings or recognised Universities or recognised research institutions for appointment to (1) post in National Commission for Scheduled Tribes (NCST), proposed to be filled up on deputation basis.

For more details please visit our website <https://tribal.nic.in>. The application through proper channel should reach at the following address within 60 days from the date of publication of the advertisement in the Employment News.

Sh. Ramesh Chand Chandrawal
Under Secretary (NCST)
(NCST Division)
Ministry of Tribal Affairs
Gate No.5 , First Floor,
Jeevan Tara Building
Ashoka Road , Patel Chowk
New Delhi-110001
Email: ncst-section@tribal.gov.in