

NATIONAL INVESTIGATION AGENCY
MINISTRY OF HOME AFFAIRS,
GOVERNMENT OF INDIA
OPPOSITE CGO COMPLEX
LODHI ROAD, NEW DELHI

No E-96/004/Depu-CT/NIA/2021/ 20022

Dated- 17 Dec- 2021

To

1. All Ministries/Departments of Government of India.
2. The Chief Secretaries to the Government of all States/UTs.
3. The Directors General of Police of all States/UTs.
4. The Directors General of BSF, CRPF, CISF, SSB, ITBP, RPF, Assam Rifles, NCRB.
5. The Director of CBI, IB & ED.
6. The Secretary, R&AW.
7. The Chairman of CBDT.
8. The Chairman of CBIT&C.

Subject: Inviting nomination for the post of Constable in NIA on deputation basis.

Sir,

Nominations are invited for the posts of Constable on deputation basis in National Investigation Agency. Details of posts and vacancies are as under:-

Srl No	Post with pay scale	Vacancies	Proposed place of posting depending on vacancies
i)	Constable Pay scale – Pay Matrix Level – 3 (Rs 21,700 – 69,100) (pre-revised PB-1 5200-20,200 with Grade pay of Rs. 2000/-)	28 posts	Delhi, Guwahati, Hyderabad, Mumbai, Lucknow, Jammu, Kochi, Kolkata, Raipur, Jammu, Chandigarh, Imphal, Chennai & Ranchi.

2. The eligibility criteria (educational qualification, experience, etc.) is furnished in the enclosed **Annexure-I (available at NIA website www.nia.gov.in/recruitment-notice.htm)**. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

Contd..02/-

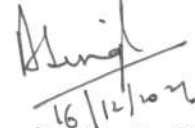
3. It is requested that the above advertisement may kindly be circulated among all Departments/Institutions/Offices under your charge and also hosted on their websites. The nominations of eligible officials alongwith following documents should reach to the SP (Adm), NIA HQ, Opposite CGO Complex, Lodhi Road, New Delhi-110003 through proper channel within 01 month from the date of publication of this item in 'Employment News'.

- i) Bio-data/ application form in the prescribed proforma **Annexure-II** (available at NIA website www.nia.gov.in/recruitment-notice.htm) duly countersigned by the competent authority.
- ii) Up to date APAR dossier from the year 2016-17 to 2020-21 (in case photocopies are being sent, it may be ensured that these documents are attested on each page with rubber stamp by an officer not below the rank of Under Secretary to the Government of India).
- iii) Vigilance Clearance and Integrity Certificate issued by the concerned authority.
- iv) The details of major/minor penalties imposed on the official during the last 10 years to be furnished by the cadre authority.
- v) Photocopies of Education certificates duly attested with rubber stamp.

4. The eligibility criteria and application form as well as Recruitment Rules are also available on NIA website www.nia.gov.in/recruitment-rules.htm.

Encl:- **Annexure 'I'**.

Yours sincerely



(Amit Singh, IPS)

Superintendent of Police (Adm)

NIA HQrs, New Delhi

011-24368837 (O)

011-24368801 (Fax)

Copy forwarded for information and needful action to:-

- (i) The DIG (IT), NIA HQ, New Delhi for uploading the matter on NIA Website.
- (ii) NIA Branch Offices, Lucknow, Guwahati, Kolkata, Hyderabad, Mumbai, Kochi, Jammu, Raipur, Chandigarh, Chennai, Ranchi and Imphal—for information and wide publicity.

ELIGIBILITY CRITERIA FOR THE POST OF CONSTABLES
ON DEPUTATION BASIS

1	Name of the post	Constable
2	Nos. of post	28* Posts for deputation (*subject to variation depending on vacancies)
3.	Classification of the post	General Central Service, Group – 'C', Non-Gazetted, Non-Ministerial
4.	Scale of pay	Pay scale – Pay Matrix Level – 3 (Rs 21,700 – 69,100) (pre-revised PB-1 5200-20,200 with Grade pay of Rs. 2000/-)
5.	DA, HRA, TPT & other allowance	As admissible under the Central Government orders from time to time.
6.	Special Security Allowance	20% of basic pay and as amended by the Government from time to time.
7.	Eligibility criteria for deputation to NIA	<p>i) From amongst officials of the Central or State Government or UT holding analogous post on regular basis in the parent cadre or department and having five years' experience in the field of investigation or intelligence or computer or driving.</p> <p>ii) Possessing the minimum educational qualifications of 12th Class pass or equivalent from any recognised Board of University.</p> <p>NOTE- 1: For the purpose of experience in intelligence only such experience would qualify which has been acquired through working in Intelligence Agencies or specialized intelligence wing of a police or enforcement agency.</p> <p>NOTE- 2: The Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in same or some other organization or department of the Central Government shall ordinarily not exceed three years'.</p> <p>NOTE- 3: The maximum age limit for appointment by deputation shall not be exceeding 56 years' as on the closing date of receipt of applications.</p> <p>NOTE- 4: The total number of strength of Constable absorbed shall not exceed twenty per cent of the total sanctioned posts of Constable.</p>
8.	Nature of duties	<ul style="list-style-type: none"> ➤ Accompany to Investigation teams. ➤ Securing crime scene. ➤ Execution of summon and warrant. ➤ Collection of intelligence.

		<ul style="list-style-type: none">➤ Guarding/security of accused while in custody.➤ Any other duty assigned by Superior Authority time to time.
9.	Deputation	The other terms and conditions of deputation will be government as laid down in the Govt. of India, DoP&T OM No. 6/08/2009-Estt (Pay-II) dated 17.06.2010 and as amended from time to time.

BIO-DATA/CURRICULUM VITAE PROFORMA
{DOP&T OM NO. AB.14017/28/2014-Est. (RR) dated 02.07.15}

Post applied for

1. Name and Address (in Block Letters)	
2. Date of birth (in Christian era)	
3. i) Date of entry into service	
ii) Date of retirement under Central/State Government Rules	
4. Educational Qualifications	
5. 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)	
Qualifications/Experience required as mentioned in the advertisement/vacancy circular	Qualifications/experience possessed by the officer
Essential	Essential
A) Qualification	A)
B) Experience	B)
Desirable	Desirable
A) Qualification	A)
B) Experience	B)
<p>5.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.</p> <p>5.2 In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.</p>	
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.	
<p>6.1 Note: Borrowing Departments are to provide their specific comments/views confirming the relevant Essential Qualification/Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.</p>	

7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay scale of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

***Important:** Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the candidate, may be indicated as below;

Office/Institution	Pay, Pay Band, and Grade Pay drawn under ACP/MACP Scheme	From	To

8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent			
9. In case the present employment is held on deputation/contract basis, please state-			
a) The date of initial appointment	b) Period of appointment on deputation/contract	c) Name of the parent office/organization to which the applicant belongs	d) Name of the post and pay of the post held in substantive capacity in the parent organisation
9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent			

cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.		
<p>9.2 Note: Information under column 9(c) and (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organisation but still maintaining a lien in his parent cadre/organisation</p>		
<p>10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details</p>		
<p>11. Additional details about present employment:</p> <p>Please state whether working under (indicate the name of your employer against the relevant column)</p> <p>a) Central Government b) State Government c) Autonomous Organisation d) Government Undertaking e) Universities f) Others</p>		
<p>12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade</p>		
<p>13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale</p>		
<p>14. Total emoluments per month now drawn</p>		
Basic Pay in the PB	Grade Pay	Total Emoluments
<p>15. In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation showing the following details may be enclosed.</p>		
Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief/ other allowances etc., (with break-up details)	Total Emoluments
<p>16.A Additional Information, if any, relevant to the post you applied for in support of your suitability for the post.</p> <p>This among other things may provide information with regard to</p> <p>(i) Additional academic qualifications</p>		

<p>(ii) Professional training & (iii) Work experience over and above prescribed in the Vacancy Circular/Advertisement)</p> <p>(Note: Enclose a separate sheet, if the space is insufficient)</p>	
<p>16.B Achievements:</p> <p>The candidates are requested to indicate information with regard to;</p> <p>(i) Research publications and reports and special projects. (ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and; (iv) Patents registered in own name or achieved for the organization (v) Any research/innovative measure involving official recognition (vi) Any other information</p> <p>(Note: Enclose a separate sheet, if the space is insufficient)</p>	
<p>17. Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis.</p> <p>#(Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organisations are eligible only for Short Term Contract)</p>	
<p># (The option of 'STC'/ 'Absorption'/ 'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").</p>	
<p>18. Whether belongs to SC/ST</p>	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld.

(Signature of the candidate)

Address: _____

Date: _____

Contact No. _____

Certification by the Employer/Cadre Controlling Authority

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy circular. **If selected, he/she will be relieved immediately.**

2. Also certified that;

- i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt.
- ii) His/ Her integrity is certified.
- iii) His/ Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- iv) No major/minor penalty has been imposed on him/her during the last 10 years Or A list of major/minor penalties imposed on him/her during the last 10 years is enclosed. (as the case may be)

Countersigned

**(Employer/Cadre Controlling Authority
with Seal)**

