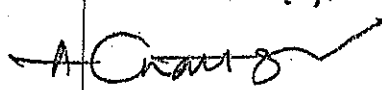


Government of India
Ministry of Health & Family Welfare
Directorate General of Health Services
Central Drugs Standard Control Organization (East Zone)
O/o the Dy. Drugs Controller (India)
Nizam Palace, Kolkata

Central Drugs Standard Control Organization (East Zone) under Directorate General of Health Services, Ministry of Health & Family Welfare invites application from eligible candidates for filling up of one post of Upper Division Clerk as mentioned below at CDSCO (EZ), Kolkata by transfer on deputation basis. The last date of receiving the applications will be within 60 days from the date of publication advertisement in the Employment News:

2. For further details please visit Central Drugs Standard Control Organization (CDSCO)'s website <https://cdsco.gov.in>

Sl.No.	Name of the Post	Pay as per 7 th CPC	No. of Post	Office for which the post is filled up
1	Upper Division Clerk	Pay Level 4 of 7 th CPC (Rs.25500-81100/-) (Pre-revised scale of PB-1, Rs.5200-20200/- and Grade Pay of Rs.2400/-)	1(one)	CDSCO (EZ), Kolkata


Deputy Drugs Controller (India)
CDSCO (EZ), Kolkata

Government of India
Ministry of Health & Family Welfare
Directorate General of Health Services
Central Drugs Standard Control Organization (East Zone)
O/o the Dy. Drugs Controller (India)
Nizam Palace, Kolkata

**Advertisement for the post of Upper Division Clerk in
CDSCO (East Zone), Kolkata**

Advertisement No. EZ/Estt./A-12-1/Rectt./2023/

Dated, the

Applications are invited through proper channel from eligible candidates for appointment to the post of Upper Division Clerk (UDC), Ministerial with Level-4 (Rs.25500-81100) of Pay Matrix as per 7th CPC, (Prerevised PB-1 Rs. 5200-20200 and GP. Rs.2400/-) in the O/o Dy. Drugs Controller (India), Central Drugs Standard Control Organization (East Zone), Kolkata under Directorate General of Health Services, Ministry of Health & Family Welfare, Govt. of India to be filled by transfer on Deputation basis:

Eligibility Criteria :

- a) (i) Holding analogous posts on regular basis ; or
(ii) with 8 years regular service in Level-2 (Rs.19900-63200/-) of the pay Matrix of 7th CPC (Pre-revised PB-1 Rs.5200=20200/- + Grade Pay of Rs.1900/- 6th CPC) and
- b) (i) possessing the qualifications of Matriculation ; and
(ii) Having minimum speed of 30 words per minute in typewriting in English or 25 words per minute in typewriting in Hindi.

2. The maximum age limit for appointment by transfer on deputation (including short-term contract) shall not be exceeding 56 years as on the closing date for receipt of application and other conditions will be applicable as per DOP&T's norms for appointment by transfer on deputation.

Place of Posting : Central Drugs Standard Control Organization (East Zone), Kolkata

3. Complete application (in the prescribed pro-forma as Annexure-I) along with attested photocopies of last 5 years ACRs/APAR and vigilance/disciplinary clearance to be submitted through proper channel within 60 days from the date of publication of this advertisement in the Employment News to the O/o Dy. Drugs Controller (India), Central Drugs Standard Control Organization (East Zone), DGHS, Ministry of Health & Family Welfare, 234/4, AJC Bose Road, Nizam Palace, 1st MSO Building , 7th Floor, Kolkata-700020. Please refer website of Central Drugs Standard Control Organization (CDSCO)'s website www.cdsc.gov.in



PROFORMA

BIO-DATA FOR THE POST OF UPPER DIVISION CLERK (UDC) IN THE OFFICE
OF DY. DRUGS CONTROLLER (INDIA), CDSCO (EAST ZONE), KOLKATA

1. NAME OF THE CANDIDATE (IN BLOCK LETTERS) :
2. DESIGNATION :
3. FATHER'S NAME :
4. DATE OF BIRTH :
5. EDUCATIONAL QUALIFICATION :
6. COMPLETE OFFICIAL ADDRESS WITH TELEPHONE :
NUMBER AND EMAIL ID
7. WHETHER THE POST HELD IS IN A SUBSTANTIVE/
QUASI-PERMANENT OR TEMPORARY CAPACITY :
8. DATE OF APPOINTMENT TO THE PRESENT POST :
9. PRESENT PAY IN THE PAY MATRIX AND LEVEL OF
PAY
10. EXPERIENCE AND POST HELD & TRAINING IF ANY :

Date:

Place:

SIGNATURE OF THE CANDIDATE