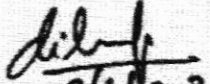


No.A-12018/03/2023-D  
Government of India  
Ministry of Health and Family Welfare  
Directorate General of Health Service  
Central Drugs Standard Control Organization  
(Drugs Section)  
\*\*\*\*\*

Ministry of Health and Family Welfare invites application from eligible candidates for filling up the post as mentioned below at Central Drugs Testing Laboratory, Chennai by Promotion or transfer on deputation (including short term contract). The last date for receiving the applications will be within 60 days from the date of publication of this advertisement in the Employment News.

2. For further details please visit Ministry's website <https://mohfw.gov.in> or CDSCO website <https://cdsco.gov.in>.

Sl. No.	Name of the Post	Pay as per 7 <sup>th</sup> CPC	No. of Post	Office for which the post is filled up
1.	Director	Pay Level 13 of 7 <sup>th</sup> CPC (Rs. 123100 – 215900)  (pre-revised scale of Rs.37400-67000 plus grade pay rupees 8700/-)	1 (one)	Central Drugs Testing Laboratory, Chennai

  
28/6/2023  
(Dileep Kumar Rajput)  
Director (Admn.)

CDSCO, HQ, Directorate General Health Services,  
FDA Bhawan, Kotla Road, New Delhi-110002

No.A-12018/03/2023-D  
Government of India  
Ministry of Health and Family Welfare  
Department of Health and Family Welfare  
Nirman Bhawan, New Delhi-110011

**Advertisement for the post of Director in CDTL, Chennai**

Advertisement No.: A-12018/03/2023-D

Dated: 28<sup>th</sup> June, 2023

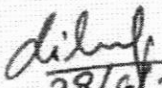
Applications are invited from eligible candidates for appointment to the post of Director, Group 'A' Gazetted, Non-Ministerial, in the Pay Level 13 (Rs. 123100 – 215900) of pay matrix of 7<sup>th</sup> CPC (pre-revised scale of Rs.37400-67000 plus grade pay rupees 8700/-) in the Central Drugs Testing Laboratory (CDTL), Chennai, Central Drugs Standard Control Organisation, Directorate General of Health Services, Ministry of Health & Family Welfare on Promotion or deputation (including short-term contract). The details of the post, eligibility criteria, job requirement, age limit, etc. required for the post are indicated in **Annexure I**. The pay and other terms and conditions of deputation (including short-term-contract) will be regulated in accordance with DOPT's O.M. No. 6/8/2009-Estt.(Pay-II) dated 17.06.2010 as amended from time to time. Cadre authorities/Heads of Department are requested to forward applications of eligible and willing candidates whose services can be spared for appointment to the said post on deputation (including short-term-contract) basis so as to reach **Shri Dileep Kumar Rajput, Director (Admn.), CDSCO, HQ, Directorate General Health Services, FDA Bhawan, Kotla Road, New Delhi-110002** within 60 days from the date of publication of this advertisement in the Employment News.

2. The Application Form/Curriculum Vitae proforma is at Annexure-II.

**LIST OF DOCUMENTS TO BE SENT ALONG WITH THE APPLICATION**

1. Application in prescribed format – Annexure II duly filled in and signed by the candidate and countersigned with seal by the Cadre/Appointing authority.
2. Attested copies of APAR/ACRs for the last 5 (five) years duly attested on each page by an officer not below the rank of Under Secretary to the Government of India.
3. Integrity Certificate
4. Vigilance Clearance Certificate
5. Statement of major or minor penalties, if any, imposed on the officer during the last 10 years of service.
6. A certificate to the effect that the particulars furnished by the candidate have been verified and found correct as per service records.
7. Cadre Clearance Certificate.

**Note: Incomplete applications or applications not accompanied by the above documents will be summarily rejected.**

  
28/06/2023  
(Dileep Kumar Rajput)  
Director (Admn.)

CDSCO, HQ, Directorate General Health Services,  
FDA Bhawan, Kotla Road, New Delhi-110002

**ANNEXURE-I**

**Filling up of one post of Director Group 'A' Gazetted, Non-Ministerial, in the Pay Level 13 (Rs. 123100 – 215900) of pay matrix of 7<sup>th</sup> CPC (pre-revised scale of Rs.37400-67000 plus grade pay rupees 8700/-) at Central Drugs Testing Laboratory (CDTL), Chennai.**

<b>Method of Recruitment</b>	By Promotion or deputation (including short-term contract)  Note:- The suitability of the regular holder of the post of Director will be initially assessed by the Union Public Service Commission for appointment to the upgraded post of Director in the Pay Level 13 (Rs.123100 – 215900) of pay matrix of 7 <sup>th</sup> CPC; if assessed 'suitable', he shall be deemed to have been appointed to the post at the initial constitution. If assessed 'not suitable' for appointment to the upgraded pay of scale, he shall continue to be in the Pay Level 12 (Rs.78800 - 209200) of pay matrix of 7 <sup>th</sup> CPC and his case would be reviewed every year.
<b>Eligibility Criteria</b>	Deputation (including short-term contract)  (I). Officers under the Central Government or State Government or Union territories or recognised Research Institutions or Public Sector Undertakings or Semi-Government or Statutory or Autonomous Organisation –  (a) (i) holding analogous post on regular basis in the parent cadre or department; or  (ii) with five years' service in Pay Level 12 (Rs.78800 - 209200) of pay matrix of 7 <sup>th</sup> CPC rendered after appointment thereto on a regular basis in the parent cadre or department; or  (iii) with ten years' service in the Pay Level 11 (Rs. 67700 - 208700) of pay matrix of 7 <sup>th</sup> CPC rendered after appointment thereto on a regular basis or equivalent in the parent cadre or department; and  (b) Possessing the educational qualifications and experience prescribed for direct recruits as per recruitment rules.  <b>Promotion:</b>  (II) The departmental Senior Scientific Officer Grade I in the revised pay structure, Pay Level 11 (Rs. 67700 - 208700) of pay matrix of 7 <sup>th</sup> CPC with ten years' service shall also be considered along with other candidates and in case he is selected, the post shall be deemed to have been filled by <b>Promotion</b> .  Further educational qualifications prescribed for direct recruits will also apply in case of promotees.  Note – 1  The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on

deputation. Similarly, Deputationists shall not be eligible for consideration for appointment by promotion.

Note – 2

Period of deputation (short-term contract) including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisations or department of the Central Government shall ordinarily not to exceed 5 years. The maximum age limit for appointment by deputation (including short-term contract) shall not be **exceeding fifty-six years** as on the closing date of the receipt of application.

**Educational qualifications and other qualifications required for direct recruits as mentioned at Para (I) (b) above:**

**Essential:**

- (i) Masters' degree in Chemistry or Bio-chemistry or Pharmaceutical Chemistry or Pharmacy or Pharmacology or Bacteriology from a recognised University or Institute or Associateship of the Institute of Chemist; and
- (ii) 12 years experience in drugs testing and standardisation and research.

**Desirable:**

- (i) Doctorate degree in Chemistry or Bio-chemistry or Pharmacy or Pharmaceutical Chemistry or Pharmacology or Bacteriology from a recognised University or Institute;
- (ii) Administrative experience and ability in Laboratory organisation.

**Note 1:** Qualification is relaxable at the discretion of the Union Public Service Commission in case of candidates otherwise well qualified.

**Note 2:** The qualification regarding experience is relaxable at the discretion of the Union Public Service Commission in the case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, if at any stage of selection, the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

### **Age Limit**

The maximum age limit for appointment by deputation (including short-term contract) shall not be exceeding 56 years as on the closing date of receipt of application.

#### **Note – 1**

The crucial date for determining the age limit shall be the closing date for receipt of application from candidate in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh, Division of Jammu & Kashmir state, Lahore and Spiti district in Pangi sub division of Chamba district of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep).

**BIO-DATA/ CURRICULUM VITAE PROFORMA**

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
<b>Essential</b>	<b>Essential</b>
A) Qualification	A) Qualification
B) Experience	B) Experience
<b>Desirable</b>	<b>Desirable</b>
A) Qualification	A) Qualification
B) Experience	B) Experience
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.	
5.2 In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.	
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.	
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.	

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
<p>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> <p>9.2 Note: Information under Column 9(c) &amp; (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a lien in his parent cadre/ organisation</p>			

10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.

11. Additional details about present employment:

Please state whether working under (indicate the name of your employer against the relevant column)

- a) Central Government
- b) State Government
- c) Autonomous Organization
- d) Government Undertaking
- e) Universities
- f) Others

12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.

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

14. Total emoluments per month now drawn

Basis Pay in the PB	Grade Pay	Total Emoluments

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.

Basic Pay with Scale of Pay and rate of increment	Dearness Pay/Interim relief /other Allowances etc., (with break-up details)	Total Emoluments

16.A Additional information, if any, relevant to the post you applied for in support of your suitability for the post.  
(This among other things may provide information with regard to (i) additional academic qualifications (ii)

<p>professional training and (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><b>16.B Achievements:</b> 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. (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.# (Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organizations 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 \_\_\_\_\_

**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)**

**Points to be noted by the Borrowing/ Parent Department/ Office to be highlighted in DOP&T circular for compliance by the Ministries/ Departments]**

1. Vigilance Clearance will not normally be granted for a period of 3 years after the currency of punishment, if a minor penalty has been imposed on an officer. In case of imposition of a major penalty, Vigilance Clearance will not normally be granted for a period of 5 years after the currency of punishment in terms of DOP&T O.M. No.11012/11/2007-Estt.(A) dated 14.12.2007.
2. While forwarding applications in respect of officers who are about to complete their 'cooling-off' period shortly the instructions of DOP&T as contained in O.M. No.2/1/2012-Estt.(Pay.II) dated 04.01.2013 may be strictly adhered to.
3. A copy of the Application format may be provided by the Borrowing Department in their website in a downloadable form as *Word Document* along with the advertisement.
4. In the case of a vacancy already existing at the time of issue of communication inviting nominations/ publication in the Employment News, the eligibility may be determined with reference to the last date prescribed for receipt of nominations in the concerned administrative Ministry/Department. In the case of an anticipated vacancy, the crucial date for determining eligibility should be the date on which the vacancy is expected to arise.
5. It shall be prominently mentioned in the vacancy circular/ advertisement that the applications/CV not accompanied by supporting certificates/ documents in support of Qualification and Experience claimed by the candidates would not be processed for determining the eligibility of the candidates for the selection.
6. Crucial date for determining the eligibility of the applicants will be counted after excluding the first date of publication of the vacancy/ post in the Employment News. ie., For the vacancy published in the Employment News of 18-24 Jan. 2014, the crucial date will be counted from the 19<sup>th</sup> Jan. 2014 (excluding the first date of publication).
7. To facilitate determination of eligibility of the applicants working in Public Sector Undertakings/ Autonomous organizations not following the Central Government Scales, their equivalent scales of pay/posts may be confirmed by the borrowing Department. Where necessary, details in this regard may also be ascertained from the lending Department.