

No. 1/2(2)/2004-NCW (A)
National Commission for Women
4 Deen Dayal Upadhyaya Marg
New Delhi – 110 002.

Sub : Filling up of vacant posts in the National Commission for Women by deputation on 'Foreign service terms'.

Applications are invited to fill up the following posts by deputation on 'foreign service terms'. Period of deputation including the period of deputation immediately preceding the appointment in the same or any other organization/department of Central should ordinarily not exceed 3 years. The maximum age limit is 56 years as on the closing date of receipt of application. Application as per the proforma may be sent to **Under Secretary National Commission for Women (NCW), 4 Deen Dayal Upadhyaya Marg, New Delhi 110 002**. Last date for receiving application will be 45 days from the date of publication of this advertisement in the Employment News. For the same details please log on to NCW Website www.ncw.nic.in.

Sd/-
(Under Secretary)

Sl. No.	Name of the post	No of post	Eligibility conditions
1	Law Officer Rs.15,600-39,100+Rs.6600 GP. (Anticipating vacancy)	01	<p>Holding analogous post on regular basis</p> <p>OR</p> <p>With five years of regular service in the scale of Rs.8000-275-13,500 (pre-revised) Revised pay scale Rs.9300-34800/- 5400 GP) or equivalent</p> <p>OR</p> <p>With six years of regular service in the scale of Rs.7500-250-12,000 (pre-revised) Revised pay scale Rs.9300-34800/- 4800 GP) or equivalent</p> <p>OR</p> <p>With seven years of regular service in the scale of Rs.7450-11,500 (pre-revised) Revised pay scale Rs.9300-34800/- 4600 GP) or equivalent</p> <p>OR</p> <p>With eight years of regular service in the scale of Rs6500-200-10,500 (pre-revised) Revised pay scale Rs.9300-34800/- 4200 GP) or equivalent and possessing the following educational qualifications and experience :-</p> <ol style="list-style-type: none"> 1. Degree in Law (LLB/BL) of a recognized university or equivalent. 2. Five years experience in handling service and other legal matters including those in the Courts of Tribunals. <p>The maximum age limit should not exceed 56 years as on closing the date of receipt of application.</p>
2	Private Secretary Rs.9300-34800+Rs.4800 GP.	01	<p>Essential:</p> <p>Analogous post on regular basis or with 5 years regular service as Steno Grade 'C' in the old Scale of Pay of Rs. 5500-175-9000 (pre revised) Revised pay scale Rs.9,300-34800, 4200 GP)</p>
3.	Stenographer Grade 'D' Rs.5200-20200+Rs.2400 (GP)	01	<p>Essential:</p> <p>(i) Upper Division Clerk of the Central Secretariat Service:</p> <p>OR</p> <p>(ii) Lower Division Clerks of the Central Secretariat Clerical Service with at least 5 years regular service in the grade and</p>

			possessing a speed of 80 words per minute in English Shorthand and 30 words per minute in English typewriting.
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Note: Advance copies of applications can be sent by the candidates in the prescribed proforma. The Department is required to forward the application of the candidate through proper channel such that it reaches NCW before interview date alongwith the attested copies of ACRs for the last 5 years and vigilance clearance.

PROFORMA

1.	Name	:	
2	Postal Address with Telephone No.	:	
	Office	:	
	Residential	:	
3	Date of Birth	:	
4	Date of retirement under Central Government/State Government Rules	:	
5	Educational Qualifications	:	
6	Experience in the field	:	
7	Present post held, date from which held ad the scale of pay	:	
8	Details of past service	:	From To
	(a) Name of post and employer (b) Nature of appointment (c) Scale of pay (d) Nature of duties performed (in brief)	:	
9	Whether belongs to SC/ST/OBC	:	
10	Remarks (if any)	:	

(signature)