



South Delhi Municipal Corporation  
Central Establishment Department  
22<sup>nd</sup> Floor, Dr. S.P. Mukherjee, Civic Centre  
J.L. Nehru Marg, New Delhi-02

Ref. AC/CED/SDMC/HC/2016/1400

Dated: 27.8.2016

**CIRCULAR**



1. All Secretaries, Government of India.
2. All Chief Secretaries, States/ UTs.
3. The Director General, CPWD
4. The Vice Chairman DDA, Vikas Sadan, INA, New Delhi
5. The Secretary, New Delhi Municipal Council, New Delhi
6. The Secretary, Min of Environment & Forest, Paryavarn Bhawan, CGO Complex Lodhi Road, New Delhi
7. Deputy Director General, National Informatics Centre, Department of Electronics & Information Technology, Ministry of Communications & Information Technology, A-Block, CGO Complex, Lodhi Road, New Delhi -03
8. Electronics Corporation of India Ltd, B-2, Local Shopping Centre, DDA, B-7, A Block, Ring Road Naraina, Delhi -110028.
9. Educational Consultants India Limited, EDCIL House, 18A Sector 16 A, Noida-201301.
10. Department of Telecommunications, Sanchar Bhawan, Rafi Marg New Delhi-01
11. Dept of Electronics & Information Technology, Electronic Niketan, 6, CGO Complex Lodhi Road New Delhi-110003.
12. The Director, Department of Information Technology, 9<sup>th</sup> Level 'B'-Wing, Delhi Secretariat, New Delhi-113
13. National Informatics Centre Services Incorporated, 6<sup>th</sup> Floor, Hall No 2&3, NBCC Tower 15, Bhikaji Cama Place, Delhi -110066.
14. Centre for Development of Advanced Computing, 1<sup>st</sup> & 2<sup>nd</sup> Floor, E-25, Hauz Khas, New Delhi -16.
15. Centre for Development of Telematics, C-DOT Campus, Mehrauli, New Delhi-110030.
16. The Director, NIELIT Delhi Centre, 2<sup>nd</sup> Floor, Parsvnath Metro Mall, Near Inderlok Metro Station, Inderlok, New Delhi- 110052

Subject : Sponsoring of Names for Appointment of Additional Director (Information Technology) in South Delhi Municipal Corporation (SDMC) on deputation basis

Sir/Madam,

I have been directed to communicate that 01 post of Additional Director (IT) in Pay Band 3 (Rs. 15600-39100) + Grade Pay Rs. 7600/-, is required to be filled up urgently in South Delhi Municipal Corporation (SDMC) on deputation basis. As per proposed RRs applicable to the post of Additional Director (IT), employees under the Central/State Govt./UTs/Universities/Autonomous Organisations/Public Sector Undertaking/Statutory Organisations are eligible to be considered for appointment on deputation basis :-

(a) (i) Holding analogous post on a regular basis in the parent cadre/department,

OR

(ii) With 05 years regular service in the grade rendered after appointment thereto on regular basis in Pay Band 3 (Rs 15600-39100) + Grade Pay Rs 6600 in the parent cadre/department, and

कार्यालय, प्रशासनिक सुधार तथा राजभाषा विभाग  
आस्थापना, सचिवालय  
नगर सचिवरी प्रेषण संख्या: 236/2016  
02/09/16

मुख्य सचिव कार्यालय  
आस्थापना, सचिवालय  
न.स.प्रे.सं. 3967  
तिथि 31/8/16

- (b) Possessing the following educational qualification and experience :-

**Essential:-**

(i) B.E./B.Tech. in IT/Computer Science/Computer Technology/Computer Application from a recognized University.

(ii) 05 years experience in case of Post Graduate Degree holders/08 years experience in case of Degree holders in the field of e-Governance applications, IT Policy related matters, promotion of IT related industry, procurement of computers and accessories through centralized purchase system, development of software application, project management skills and ICT Experience, directions and administration of IT related activities of which at least 04 years experience should be in software development, information storage and retrieval systems, related matters of IT policy and promotion of IT related industries.

**Desirable :**

(i) Master Degree in Information Technology/Computer Application/Computer Science from a recognized University, or

(ii) M. Tech with specialization with computer application from a recognised University and e-Governance implementation experience in any organized sector with standards and proven practices.

2. Since, the SDMC follows the Rules/Regulations/Instructions of the Govt of India, the laid down terms and conditions of deputation of the Govt of India shall be applicable mutatis mutandis to the officer on deputation basis in SDMC. Further, the maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications.

3. It is therefore, requested that the names of suitable and willing officers fulfilling the above conditions, alongwith (i) their applications and bio-data with certification that the entries in the application have been verified from the records and found correct. (ii) ACRs/APARs for the preceding 05 years (iii) Integrity certificate. (iv) Vigilance clearance including certification that no disciplinary proceedings or criminal proceedings are either pending or contemplated against the officer concerned. (v) Cadre clearance and (vi) List of major/minor penalties, if any, imposed on the officer during the last ten years/No penalty certificate may please be forwarded to the Director (Personnel), South Delhi Municipal Corporation, 22<sup>nd</sup> Floor, Dr. S.P. Mukherjee, Civic Centre, J.L. Nehru Marg, New Delhi-110002, within 30 days, to enable us to consider selection for appointment to the above posts on deputation basis. Application proforma is attached.

4. This may please be given **TOP PRIORITY**.

  
(Bishan Dass)  
Administrative Officer (Estt.)

Encls : (one)

Copy to:

Director (IT) - with a request to upload the Circular on SDMC's website.

