OFFICE MEMORANDUM

विषय/Subject: तीव्र धवन अंतरिक्ष केंद्र शासन, श्रीहरिकोटा, अंतरिक्ष विभाग (अ.विष.), में बंटन मैत्रिका के स्तर
14 (7वां केंद्र शासन) और र. 10,000/- के वेतन संथित में र. 37,400-67,000/- के बंटन बैंड (छठा केंद्र शासन) में नियंत्रक के पद को प्रतिनिधित्व के आधार पर भरने के संबंध में/Filling up the post of Controller in Satish Dhawan Space Centre, SHAR, (SDSC SHAR), Sriharikota, Department of Space (DOS) in the Level 14 of Pay Matrix (7th CPC) and in the Pay Band of Rs.37,400-67,000/- plus Grade Pay Rs.10,000/- (6th CPC) on deputation basis—regarding.

It is proposed to fill up one post of Controller in Satish Dhawan Space Centre, SHAR, (SDSC SHAR), Sriharikota, of this Department in the Level 14 of Pay Matrix (7th CPC) and Pay Band of Rs.37,400-67,000/- plus Grade Pay Rs.10,000/- (6th CPC) (Joint Secretary level) on deputation basis. The eligibility criteria as per Recruitment Rules is given in Annexure-I. The pay and other conditions of service of the selected Officer will be regulated in accordance with DoPT OM No.6/8/2009-Estt.(Pay II) dated June 17, 2010, as amended from time to time.

2. नियंत्रक, सतीश धवन अंतरिक्ष केंद्र शासन, श्रीहरिकोटा, नेल्लूर जिला, आंध्र प्रदेश के प्रशासनिक प्रदेश होंगे, जोकि चेन्नई से 100 किमी की दूरी पर है। सतीश धवन अंतरिक्ष केंद्र शासन, श्रीहरिकोटा 2200 कर्मचारियों की मानवशक्ति वाला भारतीय अंतरिक्ष अनुसंधान संस्थान (इसरो) का तीनों सर्वोच्च बंगा केंद्र है।

Controller will be the Administrative Head of Satish Dhawan Space Centre, SHAR, (SDSC SHAR), Sriharikota, Nellore District, Andhra Pradesh at a distance of 100 Kms from Chennai. Satish Dhawan Space Centre SHAR, Sriharikota is the third largest centre of Indian Space Research Organisation (ISRO) having a manpower strength of about 2200 employees.
3. Applications of only such Officers will be considered as are routed through proper channel and are accompanied with (i) bio-data in the proforma at Annexure-II; (ii) ACR/APAR dossier of the Officer containing up-to-date APARs or clear photocopies of ACR/APAR for at least last five years duly attested by a Group-A Gazetted Officer; (iii) cadre clearance; (iv) clearance from vigilance and disciplinary angle; (v) statement giving details of major or minor penalties, if any, imposed on the officer during the last ten years; (vi) a certificate that in the event of selection, the Officer would be relieved to join the duties of the post; and (vii) certificate of Head of Office/Forwarding Authority as in Annexure-III.

4. All Ministries / Departments / Cadre Authorities and the State Governments UTs are requested to forward the applications of willing and eligible Officers in the prescribed proforma to Shri M Ramadas, Deputy Secretary (Personnel) Government of India, Department of Space, Antariksh Bhavan, New BEL Road, Bangalore-560 094 so as to reach latest by 15/11/2019. Applications not accompanied with the required certificates/documents stated in para 3 above will not be entertained.

(Shri M Ramadas)
Deputy Secretary to Govt. of India

राज्य सरकार/ Deputy Secretary to Govt. of India

To:

1. सभी राज्य सरकारों/सरकारों के सचिव/ Secretaries of all the Ministries/Departments of Government of India
2. सभी राज्य सरकारों/सरकारों के सचिव/ Secretaries of all State Governments/UTs.
3. सभी संचालन अधिकारियों/All Cadre Authorities
4. निदेशक, कार्यालय एवं विभाग - की. ओ.पी.टी. की वेबसाइट के शीर्षक ‘क्या तथ्य है’ के अंतर्गत पर्याप्त की श्रृंखला अपलोड करने हेतु/ Director, Department of Personnel & Training for uploading the circular under the heading ‘what is new’ in DoPT’s web-site immediately.
5. निदेशक, की.आई.एस.एम.: इस वेबसाइट (इंटरनेट) पर विज्ञापन को डालने हेतु अनुरोध के साथ/Director, DISM: With a request to post the advertisement in ISRO website (internet).
## Eligibility Criteria for the post of Controller in Satish Dhawan Space Centre SHAR, Sriharikota

<table>
<thead>
<tr>
<th></th>
<th>Pad ka Name/Name of the post</th>
<th>Nityamukta, Satish Dhawan Antariksh Kendra Shar, Sriharikota, Controller, Satish Dhawan Space Centre SHAR, Sriharikota.</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Vetai Band Tathaa Sherei Vetai (Chhatha ke.ve.A.) Vetai Matrissa me Star (7vaa ke.ve.A.)/ Pay Band and Grade Pay (6th CPC) Level in the Pay Matrix (7th CPC)</td>
<td>Rs.10,000/- ke. Sherei Vetai Sahit Rs. 37400-67000 Vetai Matrissa me Star 14 (7vaa ke.ve.A.)/ Rs.37400-67000/(PB-4) plus GP Rs.10,000 Level 14 in the Pay Matrix (7th CPC)</td>
</tr>
<tr>
<td>03</td>
<td>Patvta/Eligibility</td>
<td>Abhih Bhartiya Sava ya Kendriya Sava ke Saamuh-ka me aayek Abhidhara ji nityamukta Aadhara par Santush Pada Dharma keh Hun hohi ya karni Prashashatik Sherei me 8 Vyaar Ki Sava Ki ho (Gair-Praakaryatmak Chaya Sherei, yadi koi ho, me Sava Snahit) ya Samuh-ka Pada par 17 Vyaar Ki nityamukta Sava Ki hohi, jismen se karni Prashashatik Sherei me karn-ke-karn 4 Vyaar Ki nityamukta Sava Ki hohi/ Suitable Officers from All India Services or Central Services Group-A holding analogous posts on regular basis or 8 years service in the Junior Administrative Grade (including services, if any, in the Non Functional Selection Grade) or 17 years regular service in Group-A posts out of which atleast 4 years regular service should be in Junior Administrative Grade.</td>
</tr>
<tr>
<td>04</td>
<td>Shaakshik Yoopyata/ Educational Qualification</td>
<td>Manvta Pratm Bhartiya Vidya Vidyalaya/Sansathan se kisi bhi Vidya me Sattak/ Graduate in any discipline from a recognized Indian University / Institution.</td>
</tr>
<tr>
<td>05</td>
<td>Anumab/Experience</td>
<td>Sarakari/ Swaayat Nigavyi/ Sarvajynik Kshetra ke Upanravay in karimik Prabhandhan, Swamin Prashasan, Vikas, Prapana Evam Maa-Bhoj Prabhandhan ke Kshetra me Anumab Abhivesh hota/ Experience required is in the areas of Personnel Management, General Administration, Finance, Procurement &amp; Inventory Management in a Government / Autonomous Bodies/ Public Sector Undertakings.</td>
</tr>
<tr>
<td>06</td>
<td>Period of deputation</td>
<td>केंद्र सरकार के उसी या किसी अन्य संगठन/ विभाग में इस नियुक्ति से पूर्व तक अन्य संकर्ण-वाह्य पद पर नियुक्ति के सहित कुल नियुक्ति की अवधि 5 वर्षों से अधिक की न हो। The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation / Department of the Central Government shall not exceed 5 years.</td>
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<tr>
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<tr>
<td>07</td>
<td>Age limit</td>
<td>प्रतिनियुक्ति के आधार पर नियुक्ति हेतु अधिकतम आयु सीमा आवेदन प्राप्त करने की अंतिम तिथि को 58 वर्ष से अधिक न हो। The maximum age limit for appointment by deputation shall not exceed 58 years as on the closing date of receipt of applications.</td>
</tr>
</tbody>
</table>
### Eligibility Criteria for the Post of Controller in Satish Dhawan Space Centre SHAR, Sriharikota

#### PROforma

<table>
<thead>
<tr>
<th>No.</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Name/ Name</td>
</tr>
<tr>
<td>2</td>
<td>Date of birth</td>
</tr>
<tr>
<td>3</td>
<td>Nationality</td>
</tr>
<tr>
<td>4</td>
<td>Designation &amp; Pay Band with Grade Pay/ Level</td>
</tr>
<tr>
<td>5</td>
<td>Cadre / Service to which belong</td>
</tr>
<tr>
<td>6</td>
<td>Educational qualification</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>No.</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>Whether belong to SC/ST/OBC</td>
</tr>
</tbody>
</table>
| 8   | Details of the present post held :  

- (a) Date from which held
- (b) Cadre / Service of the present post held
- (c) Whether regular/adhoc/deputation
- (d) Whether the present post is held on deputation basis since when and the date on which the deputation period will be completed.

If the position held is on deputation, the regular post held in the Cadre with pay band with grade pay and from which date.
<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Name of Office / Organisation where employed with address</th>
<th>Post held and service / cadre to which it belongs</th>
<th>From</th>
<th>To</th>
<th>Scale of pay / Pay Band with Grade Pay (Level in the Pay Matrix)</th>
<th>Nature of duties in brief in the following fields:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

10. पद के आवेदन के समर्थन में अतिरिक्त जानकारी, यदि कोई हो/ Additional information, if any, in support of the application for the post.

अभ्यर्थी के हस्ताक्षर/ Signature of the Candidate:

पद के आवेदन के समर्थन में अतिरिक्त जानकारी, यदि कोई हो/ Additional information, if any, in support of the application for the post.

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CERTIFICATE TO BE Furnished BY THE EMPLOYER/HEAD OF OFFICE/FORWARDING AUTHORITY

1. Certified that the particulars furnished by Shri/Smt./Kum are correct and he/she possesses educational qualifications and experience mentioned in Annexure-II.

2. It is also certified that there is no Vigilance/Disciplinary case either pending or being contemplated against him/her.

3. His/her Integrity is certified.

4. No major or minor penalty has been imposed on Shri/Smt./Kum during the last 10 years period.

5. The up-to-date attested Photostat copies of ACR/APARs (Each Photostat copy of ACR/APAR should be attested) in respect of Shri/Smt./Kum is enclosed herewith.

Signature:

Name, designation of the forwarding Officer with seal & Telephone No.

Email ID: