



F. No. A-11011/05/2011-HR

Dated: 14th September, 2018

OFFICE MEMORANDRUM

Subject: Filling up the post of Secretary in Competition Commission of India on deputation / promotion.

The Competition Commission of India invites applications from eligible candidates for appointment to the post of Secretary by the Composite Method of deputation on foreign service terms/ promotion. The details of the post, along with eligibility criteria, educational qualification/experience etc. required for the post are given in Annexure-I.

2. In case of selection on deputation basis, appointment to the post will be made on deputation on foreign service terms basis initially for a period not exceeding 3 years, which can be extended upto 7 years and would be governed by the terms and conditions prescribed by the Department of Personnel and Training, Government of India, vide O.M. No.6/8/2009-Estt. (Pay II) dated 17.06.2010, as amended from time to time. The maximum age limit for appointment to the post on deputation basis shall be 'not exceeding fifty eight years' on the closing date of receipt of application in the Competition Commission of India (CCI). However, in case of selection of a departmental candidate, appointment to the post will be made on promotion basis. The Commission reserves the right not to fill up the above vacancy.

3. Apart from basic pay and grade pay, the post carries DA, HRA and Transport Allowance etc. as applicable to the Central Government employees from time to time. Medical reimbursement is admissible as per the CCI service rules. This is in lieu of CGHS benefits which are not admissible to the employees of CCI. The CCI is an eligible office for allotment/retention of Government Accommodation from General Pool.

4. The Power and functions of the Secretary are governed in terms of 'The Competition Commission of India (General) Regulations, 2009 (No. 2 of 2009)' and the brief details of this is given at Annexure -II.

5. Applications of eligible and willing candidates whose services can be spared for appointment to the post by the Composite Method of Deputation or Promotion may be forwarded in the prescribed Pro-forma, as indicated at Annexure-III, complete in all respects, to the undersigned at the address indicated above, through proper channel, latest by **29th October, 2018**.

6. This may kindly be given publicity.

Vijay Malhotra
(Vijay Malhotra)
Deputy Director (HR)

Encl: As above

To

- i) The Secretary, Ministry of Corporate Affairs, 5th Floor, A-Wing, Shastri Bhawan, New Delhi.
- ii) The Director, CS-I (D), Deptt. of Personnel and Training, Lok Nayak Bhawan, Khan Market, New Delhi with the request to get this O.M. uploaded on the website of DOPT for giving wide publicity.
- iii) All Ministries/Departments of the Govt. of India/State Govts./Union Territories as per list.

Eligibility criteria for appointment to the post of Secretary in CCI on Deputation/ Promotion basis

Sl. No	Name of Post & Pay Scale	Eligibility criteria	No. of Post
1	<p>Secretary</p> <p>Scale of pay of Rs.67000 - (annual increment @ 3%) - Rs.79000 (pre-revised), Level 15 [Rs.182200 - 224100] (revised)]</p> <p>or Pay Band Rs.37400-67000 + Grade Pay Rs.10000 (pre-revised), Level 14 (Rs.144200 - 218200) (revised)], depending on the availability of candidates as indicated in this Annexure.</p>	<p>1. For appointment on deputation basis:</p> <p>(a) For pay scale Rs.67000 – (annual increment @ three percent) – 79000 (pre-revised), Level 15 [Rs.182200 -224100] (revised)]</p> <p>(i) From amongst Officers of the Central Government or State Government holding a post in the pay scale of Rs.67000-(annual increment @ 3%) - Rs.79000 (pre-revised), Level 15 [Rs.182200 - 224100] (revised)]</p> <p>OR</p> <p>(ii) From amongst officers of the Central Government or State Government holding a post in the pay band Rs.37400-67000 + Grade Pay Rs.10000 (pre-revised), Level 14 (Rs.144200 - 218200) (revised)], with ten years' experience in Administration or Finance or Industrial management in the same grade.</p> <p>(b) For pay band Rs.37400–67000 + Grade Pay Rs.10000 (pre-revised), Level 14 (Rs.144200 - 218200) (revised)]</p> <p>(i) From amongst officers of the Central Government or State Government holding a post in the pay band Rs.37400-67000 + Grade Pay Rs. 8900 (pre-revised), Level 13-A (Rs.131100-216600) (revised)] with two years' experience in administration or finance or industrial management in the same grade.</p> <p>(ii) From amongst officers of the Central Government or State Government holding a post in the pay band Rs.37400-67000 + Grade Pay Rs. 8700 (pre-revised), Level 13 (Rs.123100-215900) (revised)] with three years' experience in administration or finance or Industrial management in the same grade.</p> <p><u>Desirable for both (a) and (b) categories:</u></p> <p>Master's Degree in Economics or Business Administration or Bachelor's Degree in Law.</p> <p>2. For appointment on Promotion basis:</p> <p>For pay scale Rs.67000- (annual increment @ three percent) - 79000 (pre-revised), Level 15 [Rs.182200 -224100] (revised)]</p> <p>Five years' experience as Adviser in the pay band Rs.37400-67000 + Grade Pay Rs.10000 (pre-revised), Level 14 (Rs.144200 - 218200) (revised)] in the Competition Commission of India on regular basis.</p>	01

Powers and functions of the Secretary, CCI.

The power and functions of the secretary, CCI are governed by the provisions of 'The Competition Act, 2002' and 'The Competition Commission of India (General) Regulations, 2009 (No. 2 of 2009)'.

- (1) The Secretary shall be the nodal officer on behalf of the Commission for making or receiving all statutory communications, entering into any formal relationships, including signing of any memorandums or arrangement with competition authority or any agency of any foreign country, with the prior approval of the Commission and the Central Government, as per section 18 of the Act.
- (2) The Secretary is the custodian of records of the Commission and shall exercise such other functions as may be assigned by the Chairperson.
- (3) Subject to the provision of section 51 of the Act, the Secretary shall assist the Committee of Members constitutes under Sub-section (3) of Section 51 of the Act, for preparation and approval of the Annual budget of the commission and administration of the Competition Fund.

The complete details of power and functions of the secretary, CCI are given in 'The Competition Commission of India (General) Regulations, 2009 (No. 2 of 2009) No R-40007/6/Reg-General/Noti/04-CCI dated 21st May, 2009' which is also available at the CCI website www.cci.gov.in

FORMAT OF APPLICATION

Copy of passport size photograph to be pasted here

1.	Name in Full (IN BLOCK LETTERS)					
2.	Post Applied For (Pl. mention whether application is for deputation or promotion)					
3.	Date of Birth (DD/MM/YYYY)					
4.	Date of superannuation (DD/MM/YYYY)					
5.	Service to which you belong					
6.	Office address with Telephone No.					
7.	Residential Address with Telephone No.					
8.	Present post held, along with Pay Level and present Basic Pay/ Pay Scale/Pay Band and Grade Pay of the post held					
9.	Educational Qualification (Matric onwards):					
	Exam Passed	Name of University / Institute / Board	Year of Passing	Duration of Course	Subjects	Percentage of Marks (Mention Distinction, if any)

10.	Please state clearly whether in the light of entries made below, you met the requisite Essential Educational and other qualifications required for the post are satisfied (If any qualification has been treated as equivalent to the one prescribed in the rule, state the authority for the same)						
Qualification/Experience required				Qualification/Experience possessed by			
Essential:				Essential:			
A) Qualification				A) Qualification			
B) Experience				B) Experience			
Desirable				Desirable			
A) Qualification				A) Qualification			
B) Experience				B) Experience			
11.	Details of employment in chronological order) If needed, enclose a separate sheet duly authenticated by your signature in the format given below):						
	Name of Office/ Instt./ Organisations	Post Held (Designation)	Period of service		Nature of Appointment (Regular/ Ad-hoc/ Deputation)	Scale of Pay i.e. Pay Level/ Pay Band and Grade Pay	Nature of Duties
			From	To			
12.	Details of the requisite experience in chronological order, if any, of Administration or Finance or Industrial Management in the same grade :						
13.	Details of experience in chronological order, if any, of handling investigation/ 'enforcement' of any economic/regulatory law dealing with regulation/investigation and experience in Competition Law/Matters (Mention the name of the Economic Laws etc. & specify number of years of such experience):						
14.	Nature of present employment i.e. Permanent / Ad-hoc / Temporary)						

15.	In case the present employment is held on deputation, please state: a) The date of initial appointment. b) Period of appointment with address c) Name of the parent office /organisation.	
16.	Details of training undergone:	
17.	Any other information, applicant wants to furnish:	
18.	Please state briefly how you find yourself best suitable for the post applied for:	

I have carefully gone through the vacancy circular / advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post. It is also certified that the information furnished above is correct and true to the best of my knowledge. In the event of my selection, I shall abide by the terms and conditions of services attached to the post.

(Signature)

Name: _____

Place:

Date:-

(Certificate to be furnished by the Employer/Head of office/ Forwarding authority)

Certified that 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 vacancy circular. If selected, he/she will be relieved immediately.

2. It is also certified:-

- (i) That there is no vigilance / disciplinary case or criminal case pending or contemplated against Shri / Smt./Ms._____
- (ii) That his / her integrity is certified
- (iii) That his / her CR / APAR dossier in original is enclosed / photocopies of the ACRs/APAR for the last five years duly attested by an officer of the rank of Under Secretary to the Govt. of India or above, are enclosed.
- (iv) That no major / minor penalty has been imposed on him / her during that last ten years or A list of major / minor penalties imposed on him / her during the last ten years is enclosed (as the case may be).
- (v) That the cadre controlling authority has no objection to the consideration of the applicant for the post mentioned in this advertisement.

Signature _____

Name and Designation _____

Tel. No. _____

Office Seal

Place :

Date :

List of enclosures:

- 1.
- 2.
- 3.
- 4.
- 5.