

**PRASAR BHARATI  
(INDIA'S PUBLIC SERVICE BROADCASTER)  
PRASAR BHARATI SECRETARIAT  
2ND Floor, PTI Building,  
Sansad Marg, New Delhi**

**F.No. A-10/57/2013-PPC**

**Dated 04.04.2013**

**To**

**The Secretary  
(All Ministries/Departments)**

**Subject: Filling up the post of Director (Administration) on deputation basis in Prasar Bharati.**

**Sir,**

Applications are invited for filling up of one post of Director (Administration) on deputation basis in Prasar Bharati for a period of three years or until further orders, whichever is earlier, from the eligible candidates working in Central Government/State Government/PSU/Autonomous body. Preference will be given to applicants from the Central Secretariat Service.

2. The details of qualification and experience required for the post are given at Annexure-I. The officers selected for appointment on deputation may either retain their grade pay in the scale applicable to them plus deputation allowance and other allowances as admissible in their parent cadre, or draw their pay in the appropriate grade indicated against the post. The period and terms of deputation will be governed by standard terms of deputation as prescribed by Government of India from time to time.

3. Application in the prescribed proforma (Annexure-II) of eligible officials working on regular basis and who have completed their period of probation should be forwarded to the Deputy Director (Personnel), Prasar Bharati Secretariat, PTI Building, Sansad Marg, New Delhi-110001 within 45 days from the date of publication of the advertisement in the Employment News. All applications should reach the Prasar Bharati through proper channel only.

4. While forwarding the application, the following documents may also be sent along with the application:-

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- (i) A certificate to the effect that the concerned forwarding/parent department/Ministry has 'No Objection' to the appointment of the applicant to the post applied for in the Prasar Bharati.
  - ii) Attested copies of the ACRs for the past five years.
  - iii) A certificate about the integrity of the officer recommended for appointment on deputation.
  - iv) Vigilance Clearance in respect of the applicant, duly signed by the officer of the appropriate status.
  - v) Details of penalties imposed, if any, during the last 10 years.
5. The post is exempted from rule of immediate absorption.

Yours faithfully,

**Encls:** As above



(Naveen Kumar)  
Dy. Director (Pers)  
Tel: 23351347

Copy to:

1. DG, AIR
2. DG, Doordarshan
3. DDG(A), AIR
4. ADG(A), Doordarshan
5. Director(BA-P), Ministry of I&B, Shastri Bhawan, New Delhi
6. Director(EPM), DG:AIR with request to place the advertisement in the official website in downloadable format
7. Director, CPC, Doordarshan, Khel Gaon, Siri Fort, New Delhi with request to place the advertisement in the official website in downloadable format.
8. DDG(T), Prasar Bharati Secretariat with request to arrange to publish the advertisement, in the Employment News and also to place the advertisement in the official website in downloadable format.
9. PPS to Chief Executive Officer, Prasar Bharati
10. PS to M(P), Prasar Bharati
11. PS to ADG(P&T)/ADG(A)/Director(Pers),
12. SO(PPC-II), Prasar Bharati Sectt
13. Hindi Unit for Hindi version
14. Guard file

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**ANNEXURE-I**

S.No.	Name and scale of post	Qualification & Experience
1	Director (Administration) PB-3, Rs.15,600-39, 100/- Grade pay Rs.7600/-	1 Officers under Central Govt./State Govt./PSU/ Autonomous body. Holding analogous posts on regular basis; OR With 5 years regular service in the scale of PB-3, Rs.15600-39,100/- Grade pay Rs.6600/-
		2 Having experience in Administration, Establishment and Accounts matters.
		3 Should not have crossed the age of 55 years on the closing date of receipt of application.

Note: Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment shall ordinarily not exceed 5 years.

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**BIO-DATA PROFORMA****Name of the Post applied for alongwith Advertisement no. and date:**

1	Name & Address(in Block Letters)					
2	Date of Birth (in Christian era)					
3	Date of retirement under Central/State Govt.Rules					
4	Educational Qualification					
5	Whether 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)					
	Qualification/Experience Required	Qualification/Experience by the Officer				
6	Please state clearly whether in the light of entries made by you above, you meet the requirements of the post					
7	Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space is insufficient:					
	Office/Institution/Organization	Post held	From	To	Scale of pay and basic pay	Nature of duties
8	Nature of present employment i.e. Ad-Hoc or temporary 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/contact:					
(c)	Name of the parent office/ organization to which you belong:					
10	Additional details above present employment. Please state whether working under:-					
(a)	Central Government					
(b)	State Government					
(c)	Autonomous Organization					
(d)	Government Undertakings					
(e)	Universities					
11	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.					
12	Total emoluments per month now drawn.					
13	Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.					
14	Whether belongs to SC/ST/OBC					
15	Remarks.					

Date:  
Place:Name & Signature of the applicant :  
Correspondence Address :  
Telephone/Mobile no. :  
Email