

NATIONAL CAPITAL REGION PLANNING BOARD

National Capital Region Planning Board (NCRPB) invites applications in the prescribed proforma, from the well qualified and experienced candidates for the following posts, for its office located in New Delhi, as per details below:-

Name of Post	No. of Post / Category	Method of Recruitment	Scale of pay
Chief Regional Planner	01 (UR)	Direct Recruitment/ Deputation (including short term contract)	Level 13A, (₹131100-216600) {pre revised scale PB-4, ₹37400-67000 and Grade Pay ₹8900 in 6 th CPC}
Assistant Director (Tech.)	01 (UR)	Direct Recruitment	Level 10, (₹56100 - 177500) {pre revised scale PB-3, ₹15600-39100 and Grade Pay ₹5400 in 6 th CPC}
Planning Assistant	01 (UR)	Direct Recruitment	Level-6, (₹35400 - 112400) {pre revised scale PB-2, ₹9300-34800 and Grade Pay ₹4200 in 6 th CPC} Or as upgraded / revised by Govt./Board from time to time.
Assistant Grade-II (UDC)	01 (OBC)	Direct Recruitment	Level-4, (₹25500-81100) {pre revised scale PB-1, ₹5200-20200 and Grade Pay ₹2400 in 6 th CPC}

Posts-wise detailed eligibility criteria, educational and other qualification, age are as under:-

1. Chief Regional Planner

Name of Post	No. of Posts	Classification of post	Pay Level/ Scale of Pay	Age limit for direct recruits	Education and other qualifications required for direct recruits.
1	2	3	4	5	6
Chief Regional Planner	One.	Group 'A'.	Level-13A (Rs.131100-216600) (pre revised scale PB-4 Rs.37400-67000 grade pay	50 years	Essential: (i) B. Arch/ B.E. (Civil)/ Bachelor of Planning/ M.A. (Geography) and Post Graduate Degree in Urban/ Regional Planning. (ii) 15 years' experience in the field of town and regional planning in a local body or in

			Rs 8900 in 6 th CPC)		a Government/ Govt. undertaking or in a recognized institution, out of which at least 5 years in preparation and implementation of urban/regional/town & country planning and monitoring of infrastructure projects. Desirable: Fellow of Institute of Town Planners (F.I.T.P.)
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Period of Probation	Method of recruitment/ Grades from which Deputation/ DR is to be made
7	8
One year in case of direct recruits	<p>The post is to be filled up by Deputation (including short term contract) / Direct Recruitment as follows:-</p> <p><u>Deputation:</u></p> <p>Officers of the Central Government or State Government or Union Territory Govts. or Public Sector Undertaking or semi Government or Autonomous or Statutory organizations –</p> <p>(a) (i) holding analogous posts on a regular basis in the parent cadre or department, or (ii) with two years regular service in the grade rendered after appointment thereto on regular basis in the pay band of Level-13 (Rs.118500-214100) (pre revised scale PB-4 Rs.37400-67000 grade pay Rs.8700 in 6th CPC); or (iii) with six years regular service in the grade rendered after appointment thereto on regular basis in the pay band of Level-12 (Rs.78800-209200) (pre revised scale PB-3 Rs.15600-39100 grade pay Rs. 7600 in 6th CPC); and</p> <p>(b) Possessing the following educational qualifications, namely:-</p> <p>Essential:</p> <p>(i) B. Arch/ B.E. (Civil)/ Bachelor of Planning/ M.A. (Geography) and Post Graduate Degree in Urban/ Regional Planning.</p> <p>(ii) 15 years' experience in the field of town and regional planning in a local body or in a Government/ Govt. undertaking or in a recognized institution, out of which at least 5 years in preparation and implementation of urban/regional/town & country planning and monitoring of infrastructure projects.</p> <p>Period: Period of deputation will be initially for three years extendable by two years on a year to year basis on the basis of performance assessment.</p> <p>Note: Exemption from Rule of Immediate Absorption for Central Government Employees is not required on appointment on deputation.</p>

Direct Recruitment:

(i) Officers of the Central Government or State Government or Union Territory Govts. or Public Sector Undertaking or semi Government or Autonomous or Statutory organizations -

(a) (i) holding analogous posts on a regular basis in the parent cadre or department, or

(ii) with two years regular service in the grade rendered after appointment thereto on regular basis in the pay band of Level-13 (Rs.118500-214100) (pre revised scale PB-4 Rs.37400-67000 grade pay Rs. 8700 in 6th CPC); or

(iii) with 6 years regular service in the grade rendered after appointment thereto on regular basis in the pay band of Level-12 (Rs.78800-209200) (pre revised scale PB-3 Rs.15600-39100 grade pay Rs. 7600 in 6th CPC); and

(b) Possessing the Educational and other qualification required for direct recruits.

(ii) Officers of the reputed private organisations/ institutions with 15 years experience in the field of town and regional planning, out of which at least 5 years in preparation and implementation of urban/regional/town & country planning and monitoring of infrastructure projects; and

Possessing the Educational and other qualification required for direct recruits.

Note-1. Total experience would count after acquiring the Post Graduate Degree in Urban/ Regional Planning.

Note-2. A departmental candidate in the feeder grade of Joint Director (Technical) in the pay band of Level-12 (Rs.78800-209200) (pre revised scale PB-3 Rs.15600-39100 grade pay Rs. 7600 in 6th CPC) with six years' regular service in the grade shall also be eligible to be considered for this post along with the outsiders and in case he is selected, his appointment shall be deemed to have been made by promotion.

Note-3. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall not exceed initially for five years.

Note-4. The maximum age-limit for appointment by deputation shall be not exceeding 56 (fifty six) years, as on the closing date of the receipt of applications.

2. Assistant Director (Technical)

Name of Post	Assistant Director (Technical) - Economics
Pay Level	Level 10, (₹56100 - 177500) {pre revised scale PB-3, ₹15600-39100 and Grade Pay ₹5400 in 6 th CPC}
Category of Post:	Unreserved (UR)
Age:	Not exceeding 35 years.
Education and other qualifications:	Essential: BA (Hons.) Economics with Masters in Economics with minimum 55% marks. Preferential: Candidates having diploma / degree in demography will be given preference.
Method of Recruitment	By Direct Recruitment.
Other condition	There will be no age bar for internal candidates i.e. employees of the NCRPB who are otherwise qualified for the post. Internal candidates belonging to the Project Development, Appraisal and Management team and the Demographic Assessment and Social Infrastructure team will be eligible for promotion on the planning side provided they pass the Associate in Town Planning Examination (AITPE) of the Institute of Town Planners, India.

3. Planning Assistant

Name of Post	Planning Assistant
Pay Level/ Scale of Pay	Level-6, (₹35400 - 112400) {pre revised scale PB-2, ₹9300-34800 and Grade Pay ₹4200 in 6 th CPC} Or as upgraded / revised by Govt./Board from time to time.
Category of Post:	Unreserved (UR)
Age:	Not exceeding 35 years.
Education and other qualifications:	Essential: Diploma in Engineering (Civil)/ Diploma in Architecture of three years full time duration or equivalent with minimum 55% marks, Preferential: Candidate with 2 years experience in GIS, Urban Planning and working experience in GIS Softwares.
Method of Recruitment	By Direct Recruitment.
Other condition	There will be no age bar for internal candidates i.e. employees of the NCRPB who are otherwise qualified for the post. Internal candidates who are AITPE or fulfill the qualifications and experience laid down for the post would also be eligible to apply for any post related to Planning.

4. Assistant Grade-II (UDC)

Name of Post	Assistant Grade-II (UDC)
Pay Level/ Scale of Pay	Level-4, (₹25500-81100) {pre revised scale PB-1, ₹5200-20200 and Grade Pay ₹2400 in 6 th CPC}
Category of Post:	Other Backward Classes (OBC)
Age:	Not exceeding 28 years.
Education and other qualifications:	Essential: Graduation in any subject with typing speed of 30 W.P.M. in English/ 25 W.P.M. in Hindi and knowledge of computer operation. Preferential: Preference would be given to those having good speed for typing/shorthand both in Hindi/English.
Method of Recruitment	By Direct Recruitment.
Other condition	In case of large no. of application received, in addition to typewriting test on computer, a skill test/written test on Noting & Drafting / General knowledge shall be taken for selection of candidate.

GENERAL TERMS & CONDITIONS :-

1. The prescribed qualifications are minimum and mere possession and fulfilment of essential and desirable qualifications for a post does not entitle the candidate to be called for interview/test.
2. The candidates short-listed for interview/test will be informed by e-mail and/or by post. The Board will not be responsible for any postal delay.
3. It shall be necessary to furnish Original "Part-C/No Objection Certificate" from the parent department/present employer at the time of interview/skill test.
4. The candidates who have not completed the prescribed "cooling off" period as per DoPTs regulations are not entitled to apply for the deputation post.
5. The Pay Scale/Grade Pay of substantive post would only be taken into account for deciding the eligibility for appointment/selection to a higher post on deputation basis. Pay Scale and Grade Pay received on financial upgradation under ACP/MACP will not be considered for deputation.
6. The terms & conditions of deputation will be regulated in accordance with Department of Personal & Training OM No. 6/8/2009-Estt(Pay) dated 17th June 2010, as amended from time to time.
7. The maximum age limit for appointment by deputation shall not exceed 56 years as on closing date of receipt of application.
8. Application received/found to be incomplete in any manner or not submitted in the prescribed proforma will not be entertained.
9. Age relaxation of five years for SC/ST and three years for OBC candidates shall be applicable as per government of India rules. There will be no age bar for internal candidates i.e. the employees of the NCRPB, who are otherwise qualified for the post.

10. The decision of the NCR Planning Board in respect of selection shall be final and no correspondence in this regard will be entertained. Canvassing in any type from any source will disqualify the candidature of the applicant.
11. Application duly completed in all respect and signed by the candidate with self-attested copies of testimonials etc., along with a Crossed IPO/ Demand Draft for Rs.100 drawn in favour of NCR Planning Board should reach the **Member Secretary, NCR Planning Board, 1st Floor, Core-IV B, India Habitat Centre, Lodhi Road, New Delhi-110003, on or before 26th August, 2019.** The Application fee can also be paid by NEFT/transfer to National Capital Region Planning Board, **Bank account no. 53048557394 IFSC-SBIN0030203, State Bank of India, SME Branch, Connaught Circus, New Delhi**
12. Applicants belonging to SC/ST/PH/EXSM will be exempted from payment of application fees.

Application FormatApplication for the post of -----

1. (a) Name and Address (in Block letters)
with Tel. No. & e-mail address, if any
- (b) Father's Name
2. Date of Birth (in Christian era)
(age as on 26.8.2019) ... years ... months
3. (i) Date of entry into service
(ii) Date of retirement under Central/ State Government/PSU/ Autonomous Body
... ..
4. Educational Qualifications

paste your recent
photograph here

5. Whether Educational and other 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)

Qualifications/Experience required as mentioned in the advertisement/vacancy circular	Qualifications/ Experience possessed by the officer/candidate
Essential A) Qualifications B) Experience Desirable A) Qualification B) Experience	Essential A) Qualifications B) Experience Desirable A) Qualification B) Experience

5.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/ Department/ office at the time of issue of Circular and issue of Advertisement in the Employment News .

5.2. In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.

6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post

6.1 Note: Borrowing Departments are to provide their specific comments/view confirming the relevant Essential Qualification/Work experience possessed by the candidate (as indicated in the Bio-data) with reference to the post applied.

7. Details of Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient

Office/Institution.	Post held on regular basis	From	To	*Pay Band and Grade pay/pay Scale of the post held on regular basis	Nature of Duties (in details) highlighting experience required for the post applied for

**Important: Pay Level /Pay band and grade pay granted under ACP/MACP are personal to the officer and therefore should not be mentioned. Only Pay Band and Grade Pay/ Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below;*

Office/Institution	Pay, Pay Level, and Grade Pay drawn under ACP/MACP Scheme	From	To

8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent 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/contract	c) Name of the parent office/organization to which the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent organization.
<p>9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.</p> <p>9.2 Note: Information under Column 9(c) &(d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/ organisation.</p>			

10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details	
<p>11. Additional details about present employment:</p> <p>Please state whether working under (indicate the name of your employer against the relevant column)</p> <p>(a) Central Government (b) State Government (c) Autonomous Organization (d) Government Undertaking (e) Universities (f) Others</p>	
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.	
13. 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	

14. Total emoluments per month now drawn		
Level in Pay Matrix	Pay Drawn	Total Emoluments

15. In case the applicant belongs to an Organization which is not following the Central Government Pay-scales, the latest salary slip issued by the organization showing the following details may be enclosed.

Basic Pay with Scale of pay and rate of increment	Dearness Pay/interim relief/other Allowances etc. (with break-up details)	Total Emoluments

16.A Additional information, if any, relevant to the post you applied for in support of your suitability for the post.	
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<p>(This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the vacancy Circular/Advertisement) (Note: enclose a separate sheet, if the space is insufficient)</p>	
<p>16.B Achievements: The candidates are requested to indicate information with regard to;</p> <ul style="list-style-type: none"> (i) Research publications and reports and special projects (ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and; (iv) Patents registered in own name or achieved for the organization (v) Any research/ innovative measure involving official recognition vi) any other information. <p>(Note: Enclose a separate sheet if the space is insufficient)</p>	
<p>17. Please state whether you are applying for deputation (ISTC)/ Absorption/ Re-employment Basis. # (Officers under Central/ State Governments are only eligible for "Absorption". Candidates of non-Government Organisations are eligible only for Short Term Contract) <i># (The option of 'STC' / 'Absorption' / 'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment")</i></p>	
<p>18. Whether belongs to SC/ST/ OBC</p>	
<p>19. Details of application fees paid</p>	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/ Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

(Signature of the candidate)

Address _____

Date _____

Certification by the Employer/ Cadre Controlling Authority

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 the vacancy Circular. If selected, he/ she will be relieved immediately.

2. Also certified that;

- i) There is no vigilance or disciplinary case pending/ contemplated against Shri/ Smt. _____
- ii) His/ Her integrity is certified.
- iii) His/ Her CR Dossier in original is enclosed/ photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- iv) No major/ minor penalty has been imposed on him/ her during the last 10 years Or A list of major/ minor penalties imposed on him/ her during the last 10 years is enclosed (as the case may be)

Countersigned

(Employer/Cadre Controlling Authority with Seal)

EMPLOYER'S ENDORSEMENT/NOC

This is to certify that Shri/Ms. is working as in the pay-scale of Rs.from to on regular/deputation/ contract basis in this Organization. The above details given by him/ her are verified and found correct as per our records. It is further certified that no vigilance case and departmental enquiry is either pending or contemplated against him/her. The integrity of the officer is also certified. In case of his/her selection, he/she will be relieved and his/her lien will be retained by this Organization.

Date:

Signature of the Employer