

No.5 (4)/2005-NMCC
Government of India
Ministry of Commerce & Industry
Department of Industrial Policy & Promotion
National Manufacturing Competitiveness Council

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Vigyan Bhavan Annexe, New Delhi-110011
Dated the 30th June, 2009.

Vacancy Circular

Subject: Filling up of posts of PS/PA/Stenographer in National Manufacturing Competitiveness Council (NMCC) on Deputation / contract basis.

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The National Manufacturing Competitiveness Council (NMCC) was set up by the Government as an inter-disciplinary and autonomous body at the highest level to serve as a policy forum for credible and coherent policy initiatives for the manufacturing sector, under the Department of Industrial Policy & Promotion, Ministry of Commerce and Industry. The main objective of NMCC is to provide a continuing forum for policy dialogue and to energize and sustain the growth of manufacturing industries.

2. It is proposed to prepare a panel for filling up the posts of PS/PA/Stenographers in NMCC on contract basis on a consolidated salary as per the prevailing market conditions.

3. Applications are invited from personnel having worked in Government Departments in similar or higher positions so as to reach the **National Manufacturing Competitiveness Council, Room No 227, Vigyan Bhawan Annexe, Maulana Azad Road, New Delhi-110011** in the prescribed proforma as per Annexure on or **before 17th July, 2009.**

(D.P. Srivastava)
Joint Chief, NMCC
Phone No:011-23022534

Encls: as above

To

1. All Ministries / Departments of Govt. of India .
2. The Secretary, d/o. public enterprises } for circulation amongst
3. Standing Conference of Public Enterprises} PSUs.
4. NIC, DIPP - for putting up this circular on the website of the NMCC.
5. NIC , D/o Personal & Trg ., - for placing this circular on the website of DoP& T (www.persmin.nic.in)
6. Guard file.

PROFORMA

1. Post applied for :
2. Name (in block letters) :
3. Office Address with :
Telephone No., if any
4. Date of Birth :
5. Date of retirement under Central/ :
State Govt. rules
6. Educational Qualification :
7. Details of employment in chronological order:
(Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient)

Office/Organiz ation.	Post held (whether substantive/ ad- hoc/deputation basis)	From	To	Scale of Pay	Nature of duties

8. Nature of present employment i.e,
ad-hoc/temporary/regular/permanent
9. In case the present employment is held on deputation basis, please state -
 - a) The date of initial appointment
 - b) Period of appointment on deputation
 - c) Name of the parent office/organization
10. Present pay-scale & Basic Pay
(Specify if it is under ACP Scheme)
11. Whether belongs to SC/ST
12. Additional information, if any, including special qualification/achievements for the post applied for.

Dated: _____
Place: _____ Signature of the candidate

For use by the Office forwarding the application

Certified that the service particulars given by the applicant are verified with reference to service records and found to be correct.

Signature with seal of the Competent Authority