


DELHI CANTONMENT BOARD
SADAR BAZAR DELHI CANTT-110010

FILLING UP THE POST OF EXECUTIVE ENGINEER ON DEPUTATION BASIS

Applications are invited, for appointment on deputation for a period of two years to the post of Executive Engineer in Level-11 of Pay Matrix of 7th Pay commission (Pre-revised: PB-3-Rs. 15600-39100 + Grade Pay Rs. 6600) in the Delhi Cantonment Board, a Statutory body under the Ministry of Defence and a Deemed Municipality, from eligible Officers of the Military Engineering Service (MES) / Central Public Works Department (CPWD) / Delhi Govt.

The details of eligibility and other conditions of appointment are available in the website of the Board www.cbdelhi.in. Interested candidates may visit the website and accordingly submit their application within six weeks from the date of publication of the advertisement in Employment News.

No. DCB/12/VI/Apptt/EE
Office of the Cantonment Board
Delhi Cantonment-10


Chief Executive Officer
Delhi Cantonment
(Puspendra Singh)
I.D.E.S

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- 2) The applications of the eligible and willing Officers and who can be spared immediately may be forwarded through proper channel in the prescribed proforma (**Annexure-II**) alongwith attested copies of ACR/APAR (attested on each page) for the last five years, Cadre Clearance Certificate, Vigilance Clearance Certificate, Integrity Certificate and details of Major/Minor Penalty imposed during the last ten years in the given proforma (**Annexure-III**). The applications may be forwarded to the Chief Executive Officer, Delhi Cantonment Board, Sadar Bazar, Delhi Cantt-110010 within six weeks from the date of publication of the advertisement in Employment News.
- 3) While forwarding the applications it may be verified and certified that the particulars furnished by the Officers are correct. Applications received after the last date or without character rolls or otherwise found incomplete will not be considered. No action will be taken on advance copies of applications not received through proper channel.
- 4) The candidates who apply for the post, after appointment to the post of Executive Engineer will not be allowed to withdraw their candidature unless they complete the deputation period.
- 5) Persons selected on deputation will be governed by the normal deputation terms as per the Central Govt Rules in force from time to time.

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Sd/-
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DELHI CANTONMENT BOARD

Annexure-I

SADAR BAZAR DELHI CANTT-110010

FILLING UP THE POST OF EXECUTIVE ENGINEER ON DEPUTATION BASIS

Applications are invited, for appointment on deputation to the post of Executive Engineer in the Delhi Cantonment Board, a Statutory body under the Ministry of Defence and a Deemed Municipality, from eligible Officers as per the details given below:

1. Name of Post : Executive Engineer
2. No. of Post : 01
3. Place of Posting : Delhi
4. Scale of Pay : Level-11 in 7th CPC Pay Matrix (Pre-revised: PB-3; Rs 15600-39100 + Grade Pay Rs 6600)
5. Method of Recruitment : Deputation
6. Eligibility:

(a) Officers of the Military Engineering Service (MES) / Central Public Works Department (CPWD) / Delhi Govt.

(i) Holding analogous posts on regular basis in the parent cadre/department (in Level-11 in 7th CPC Pay Matrix; Pre-revised: PB-3; Rs 15600-39100 + Grade Pay Rs 6600).

or

(ii) With 5 years' service in the grade rendered after appointment thereto on a regular basis in posts in Level 10 of pay matrix; pre revised PB-3: Rs.15600-39100 with Grade Pay of Rs.5400 or equivalent in the parent cadre/department;

and

(b) Possessing the following educational qualifications and experience.

Essential:-

(i) Degree in Civil Engineering or equivalent qualification from a recognised University or Institution; and

(ii) Atleast 10 years experience in planning, execution supervision and maintenance of civil engineering works, especially, developmental works/schemes connected with improvement of civic amenities for public use.

Desirable:-


(i) Additional experience in dealing with prevention/ removal of unauthorized constructions and encroachment of public property.

7. 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 three years.

8. The maximum age limit for appointment by deputation (including short-term contract) shall not be exceeding 56 years as on the closing date of receipt of applications.

Further details on conditions of appointment and method of applying are available in the website of the Board www.cbdelhi.in. Interested candidates may visit the website and accordingly submit their application within six weeks from the date of publication of the advertisement in Employment News.

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Delhi Cantonment-10


Chief Executive Officer
Delhi Cantonment
(Puspendra Singh)

CURRICULUM VITAE PROFORMA

1.	Name (In Block Letters) and Present Designation	
2.	Address	
3.	Date of Birth (in Christian Era)	
4.	Date of entry into service	
5.	Date of Retirement under Central/State Government Rules	
6.	Educational Qualifications	
7.	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).	
	Qualification / Experience required as mentioned in the advertisement.	Qualifications / Experience Possessed by the officer
	Essential	Essential
	A) Qualification Degree in Civil Engineering or equivalent qualification from a recognized University or Institution; and	A) Qualification
	B) Experience Atleast 10 years experience in planning, execution supervision and maintenance of civil engineering works, especially, development works/schemes connected with improvement of civic amenities for public use	B) Experience
	Desirable	Desirable
	A) Experience Additional experience in dealing with prevention/removal of unauthorized constructions and encroachment of public property.	A) Experience
8.	Please state clearly whether in the light of entries made by you above, you meet the requirement of the post :	
9.	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/Scale/Level in Pay Matrix of the post held on regular basis
		Nature of Duties (in details) highlighting experience required for the post applied for

<p>* Important: Pay Band & Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band & 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:</p>					
Office / Institution	Pay, Pay Band and Grade Pay drawn under ACP/MACP Scheme	From	To		
10. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent					
11. 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 cadre/organization to which you belong	d) Name of the post and Pay of the post held in substantive capacity in the parent organisation		
<p>11.1 Note: In case of officers already on deputation, the applications of such officer should be forwarded by the parent Cadre/Department alongwith Cadre Clearance, Vigilance Clearance and Integrity Certificate. 11.2 Note: Information under Column 11 (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>					
12. If any post held on deputation in the past by the applicant, date of return from the last deputation and other details.					
<p>13. Additional details about present employment. Please state whether working under (indicate the name of your employer against the relevant column) :</p> <p>a) Central Govt. b) State Govt. c) Autonomous/Statutory /Local body d) Semi Government Organisation e) Others</p>					
14. Please state whether you are working in the same Department and are					

in the feeder cadre or feeder to feeder grade.		
15. 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.		
16. Total emoluments per month now drawn		
Basic Pay in the PB	Grade Pay	Total Emoluments
17. In case the applicant belongs to an organisation which is not following the Central Government Pay Scales, the latest salary slip issued by the Organisation 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
18.A. Additional information , if any, which you would like mention in support of your suitability for the post (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 Advertisement) (Note: Enclose a separate sheet, if the space is insufficient)		
18.B Achievement : The candidates may indicate information with regard to:- (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. (Note: Enclose a separate sheet, if the space is insufficient).		
19. Whether belongs to SC/ST		
20. Contact Details:- (i) Mobile Number: (ii) E-mail ID:		

I have carefully gone through the vacancy advertisement and I am well aware that the information furnished in 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. 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

Date: _____

Address: _____

Countersigned

(Employer with Seal)

It is certified that:

1. The date of birth, qualification, experience and other details given by Shri/Smt./Kum. _____ in Annexure-II of this application for the post of Executive Engineer in Delhi Cantonment Board have been verified and found to be correct.
 2. Integrity of *Shri/Smt./Kum. _____ is certified.
 3. No vigilance or disciplinary proceedings is either pending or contemplated against the officer.
 4. No major / minor penalty has been imposed on him / her during the last 10 years.
 5. Cadre Clearance of the Competent Authority has been obtained. We have no objection to relieve *Shri./Smt./Kum. _____ if he / she is selected for the post of Executive Engineer in Delhi Cantonment Board on deputation basis.
 6. The Delhi Cantonment Board will be informed at the earliest, if any vigilance or disciplinary proceeding is initiated or contemplated against the officer after his / her application is forwarded.
 7. Attested copies of ACRs/APARs of the Officer for the last five years are enclosed.
 8. In case of selection *Shri./Smt./Kum. _____ would be allowed to retain lien in his / her regular post of _____ during the period of his / her appointment as Executive Engineer in Delhi Cantonment Board on deputation basis.
- * Strike out whichever is not applicable.

Date:
Address:

Signature of Authorized Officer
(Name & Designation)
Seal of the Officer
Full address of the Authorized Officer
with Telephone/Fax No _____

**DUTIES AND RESPONSIBILITIES OF EXECUTIVE
ENGINEER IN THE DELHI CANTONMENT BOARD**

Delhi Cantonment Board is a deemed municipality under Cantonment Act, 2006 and its functions as an Autonomous Body under the administrative Control of Ministry of Defence. The Board is administered by a sixteen member body with Station Commander as its President, and the Chief Executive Officer as Member-Secretary to the Board. Other members include three from the Military, one member representing the District Magistrate, while the SEMO & Garrison Engineer being the other two Ex-Officio Members and eight elected members.

The function of the Delhi Cantonment Board includes among other aspects to look after proper delivery of Civic Services to the public in the Cantonment i.e.:

- (i) Sanitation
- (ii) Public Works
- (iii) Public Health
- (iv) Education
- (v) Water Supply
- (vi) Horticulture
- (vii) Vocational Training
- (viii) Land Administration
- (ix) Birth and Death Registration

The Executive Engineer will be mainly responsible for:

- (a) Planning, execution supervision and maintenance of Civil Engineering works, especially, developmental works/schemes connected with improvement of civil amenities for public use, including all matters relating to Tenders/Contracts.
- (b) Prevention/removal of unauthorized construction/ Encroachments and implementation of the provisions of Public Premises - (Eviction of unauthorized occupants) Act, 1971.
- (c) Proper execution of all works executed out MP/MLA LAD funds, and all matters connected therewith.
- (d) Any other task as assigned by the Chief Executive Officer from time to time.