

Subject: Filling up the post of Director, Indian National Centre for Ocean Information Services (INCOIS), Hyderabad on deputation (including short-term contract)/absorption failing which by Direct Recruitment (on tenure) basis.

The MoES invites applications for the post of Director, Indian National Centre for Ocean Information Services (INCOIS), Hyderabad in the Pay Level 14 of Pay Matrix (Rs. 144200 – 218200), an Autonomous Body under the Ministry of Earth Sciences (MoES), Govt. of India, registered as a society under the Andhra Pradesh (Telangana Area) Public Societies Registration Act 1350, Fasli at Hyderabad on 03.02.1999. The aims and objectives of INCOIS, Hyderabad are:-

- To establish, maintain and manage the systems for data acquisition, analysis interpretation and archival for Ocean Information and Services.
- To undertake, aid, promote, guide and co-ordinate research in the field of ocean information and services including satellite oceanography.
- To carryout surveys and acquire information using satellite technology, ships, buoys, boats or any other platforms to generate information on fisheries, minerals, oil, biology, hydrology, bathymetry, geology, meteorology, coastal zone management and associated resources.
- To corporate and collaborate with other national and international institutions in the field of ocean remote sensing, oceanography, atmospheric sciences/meteorology and coastal zone management.
- To establish Early Warning System for Tsunami and Storm Surges
- To support the research centers to conduct investigations in specified areas related to oceanic processes, ocean atmospheric interaction, coastal zone information, data synthesis, data analysis and data collection etc.
- The Government is looking for an eminent scientist for appointment as Director of the Institute. The qualifications, experience, duties and other details for the post of Director of INCOIS, Hyderabad are as follows:

Qualification & Experience :For deputation (including short-term contract)/absorption for a period of five(5) years failing which by Direct Recruitment (on tenure) basis for a period of five years.

Essential:-

- i) Master's degree in Physics or Chemistry or Geophysics or Geology or Oceanography or Atmospheric Sciences or any other subject specified in the relevant field with at least first class (60%) at graduation as well as post graduation level or at Bachelor's degree in Engineering or Technology from a recognized University or equivalent with at least first class(60%).
- ii) 21 years' (18 years with Ph.D) experience in research and development, survey, administration, planning, teaching (at graduate or post graduate level), supervision or training in the relevant field.

Desirable:-

- i) Ph. D in any branch of Science related in the relevant field or Master's degree in Engineering or Technology from a recognized University.
- ii) Experience in policy making, planning or management related activities or management of projects in the relevant field.

Job Description: The Director who is the Chief Executive Officer of the INCOIS, is responsible for formulation, development and implementation of various technology mission mode programmes and other technical support activities implemented by INCOIS. He is also responsible for formulation of planning, administration and functioning of the Centre as well as for the execution of the in-house R&D activities.

Scale of Pay: The post of Director is in the Pay Level 14 of Pay Matrix (Rs. 144200 – 218200) and other allowances as per the rules of the Institute.

Age limit: For Direct recruits preferably below 50 years. Relaxation can be considered in respect of exceptionally qualified or/ and experienced persons.

Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India.

Method of Recruitment:

(i) For Deputation (including short-term contract)/absorption

Officers under Central Government or State Government or Union Territory Administration/including their attached and subordinate offices or Universities or recognized research institutions or Public Sector Undertakings or Semi-Government or Statutory or Autonomous Organisations and other Non-government bodies.

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

Or

(ii) with 2 (two) years 'regular' service in posts in the Pay Level 13A of Pay Matrix (Rs. 131100 – 216600) in the parent cadre or department

Or

(iii) with 3 (three) years 'regular' service in posts in the Pay Level 13 of Pay Matrix (Rs. 123100 – 215900) in the parent cadre or department.

Note 1:-

The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization /department of the Central Government shall ordinarily not exceed three years, which can be extended further upto 5 years after seeking approval of the Competent Authority as per Govt. of India norms.

The maximum age limit for appointment by deputation shall be 'Not exceeding 58 years' as on the last date of receipt of applications.

Note 2:-

For the purpose of appointment on deputation or absorption basis, the service rendered on a regular basis by an officer prior to 1st January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any up-gradation.

2. The Officer selected for deputation to this post will be on deputation for a period of three years and will be governed by terms of deputation laid down in DoP&T OM No.6/08/2009-Estt.(Pay II) dated 17th June, 2010 as amended from time to time and pay will be regulated in accordance with the DoP&T O.M. No.1/29/91-Estt(Pay-II) dated 5.1.1994 as amended from time to time.

(ii) For Direct Recruitment:

Direct recruitment (on tenure basis) for a period of five years or upto the age of superannuation whichever is earlier subject to satisfactory performance.

Selection process: Interested persons are requested to send their application in the pro-forma at Annexure-I. The application complete in all respects should be addressed to the Deputy Secretary, (Estt.) Ministry of Earth Sciences, Prithvi Bhavan, Lodhi Road, New Delhi-110003 within 6 weeks (42 days)(**60 days** for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep) from the publication of the advertisement in the Employment News. The Ministry may also invite nominations from the leading scientists/experts, scientific Department/ organisations for consideration for the post.

The advertisement is also available on the website of Ministry of Earth Sciences i.e. www.moes.gov.in/ INCOIS, Hyderabad <http://www.incois.gov.in>. /Department of Personnel & Training www.persmin.nic.in

(R K B Patel)
Deputy Secretary (Estt.)
Tel: 011-24669515

F.No.MoES/32/2/2019-Estt.
Government of India
Ministry of Earth Sciences
Prithvi Bhavan, Lodhi Road
New Delhi-110 003

Annexure - I
FORMAT OF APPLICATION

Affix passport size photograph

1.	The applicants may please specify if he/she wish to consider him/her for a specific method of recruitment i.e. i) deputation (including short-term contract)/absorption basis only. ii) Direct Recruitment (on tenure) basis only. iii) Both for deputation (including short-term contract)/absorption failing which by Direct Recruitment (on tenure) basis.					
2.	Name in full (in block letters)					
3.	Father's/Spouse's name					
4.	(a) Date of Birth	Date	Month	Year		
	(b) Age as on closing date					
5.	Nationality					
6.	Religion					
7.	Category (SC/ST/OBC/PH/General)					
8.	Whether documentary proof from appropriate authority in support of your claim being SC/ST/OBC is enclosed (please tick)	Yes	No			
9.	Address for correspondence (in block letters with pin code)					
10.	Permanent address (in block letters)					
11.	Contact mobile number/e-mail id	mobile: e-mail:				
12.	Educational Qualification (in chronological order from 10 th standard onwards)					
	S. No.	Courses Passed	University/Institution/ Board	Year of Passing	Subjects taken	Result with Division/Class
13.	Professional Training					
	Organization	Period		Details of Training		
		From	To			
14.	Employment records (in chronological order starting with the first job)					

	Name and address of employer/institution	Period		Designation of post held and scale of pay	Nature of work and level of responsibilities
		From	To		
15.	<p>Details of Last Employment Held</p> <p>(i) Permanent/Temporary/Ad-hoc</p> <p>(ii) Scale of Pay and Basic Pay</p> <p>(iii) Other allowances</p> <p>(iv) Total Salary (ii+iii)</p> <p>(v) Whether your organization is a Central Government organization or State Government organization or Central Autonomous Institution or Central Government Undertaking or State Government Undertaking or Statutory Body or University or any other – please specify</p> <p>In case this employment is held on deputation/contract basis, please state,</p> <p>a. the date of initial appointment.</p> <p>b. period of appointment on deputation/contract</p> <p>c. name of the parent office/ organization/ service to which you belong</p>				
16.	Details of research work/experience, if any				
17.	Specialization with reference to experience desired for the post				
18.	Remarks - any other information you may wish to add (list of publications, membership of learned societies, awards and recognition, etc.)				
19.	Details of Enclosures				

20. Declaration

I certify that the above information is correct and complete to the best of my knowledge and belief and nothing has been concealed/distorted. If at any time I am found to have concealed/distorted any material/information, my appointment shall be liable to be summarily terminated without notice/compensation.

Place:

(Name and Signature of Candidate)

Date:

Certificate To Be Given By The Head Of Organization/Office

Certified that the above particulars have been verified and found to be correct. It is also certified that no disciplinary/vigilance proceedings are either pending or contemplated against the officer. He/she has not been awarded any major/minor penalty during the last 10 years. His/Her up-to-date CR Dossier (including ACRs/APARs for the last 5 years) is enclosed. Integrity of the officer is also certified.

Place:

(Name and Signature of the Head of the
Organization/Office with Official Seal)

Date:

General Conditions:

- I. The Ministry reserves the right to cancel the recruitment without assigning any reason.
- II. The prescribed essential qualifications are minimum and the mere possession of the same does not entitle candidates to be called for interview. If the number of applications received in response to advertisement is large, it shall not be convenient/possible for the Search cum Selection Committee to interview all the candidates. No correspondence shall be entertained with candidates who are not called for interview/selected for appointment. Canvassing in any form will result in disqualification of candidature.
- III. Experience will be counted after completion of essential academic qualifications.
- IV. How To Apply: Applications should be neatly typed on thick plain paper (A-4 size 210 x 297 mm) in the prescribed format given below:
 - (a) Candidates working in Government/Semi-Government Department /Public Sector Undertaking /Autonomous/ Statutory organization should apply through proper channel.
 - (b) Copies of certificates in support of educational qualifications, date of birth, and experience should be attached with the application. Candidates will have to produce the original certificates as and when required.
 - (c) Applications received after the closing date or received incomplete in any respect are liable to be summarily rejected. No representation against such rejection shall be entertained.
 - (d) Completed applications should be sent to the Deputy Secretary (Estt.), Ministry of Earth Sciences, Prithvi Bhavan, Lodhi Road, New Delhi - 110003, by Registered Post in a cover super scribed "Application For The Post Of Director, INCOIS, Hyderabad" within 42 days (60 days for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep) from the date of publication of this advertisement in employment news/leading newspapers.

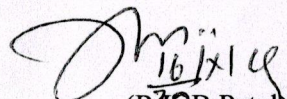
This advertisement is also available on the website of Ministry of Earth Sciences i.e. www.moes.gov.in/DoP&T's website www.persmin.nic.in & INCOIS website <http://www.incois.gov.in>.

(R K B Patel)
Deputy Secretary

**GOVERNMENT OF INDIA
MINISTRY OF EARTH SCIENCES
PRITHVI BHAVAN, LODI ROAD,
NEW DELHI – 110 003**

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(R. B. Patel)
Deputy Secretary

The advertisement is available on the following websites :
www.moes.gov.in, www.incois.gov.in, www.persmin.nic.in