

**No.A.12032/2/2019-P&AR(GSW)**  
**GOVERNMENT OF MIZORAM**  
**DEPARTMENT OF PERSONNEL & ADMINISTRATIVE REFORMS**  
**(GENERAL SERVICE WING)**

**Mizoram Secretariat**  
**Aizawl, the 12<sup>th</sup> February, 2020**

**VACANCY CIRCULAR**

Consequent upon relaxation of the provisions in Column 11 of the Schedule attached to the Mizoram Subordinate Services Selection Board (Group 'A' posts) Recruitment Rules, 2019 issued vide No.A.12032/2/2019-P&AR(GSW) dated 05.02.2020, applications are hereby re-invited for appointment to the post of Secretary cum Controller of Examination in the Mizoram Subordinate Services Selection Board to be filled up by the method of deputation. The number of posts, level in the pay matrix and the eligibility conditions for deputation as per the provisions of the Mizoram Subordinate Services Selection Board (Group 'A' post) Recruitment Rules, 2019 are mentioned below:

<b>Sl. No.</b>	<b>Name of post and level in pay matrix</b>	<b>No. of post</b>	<b>Eligibility conditions</b>
1	Secretary cum Controller of Examination, Mizoram Subordinate Services Selection Board in level 13 of the pay matrix (₹1,23,100-₹2,18,900)	1(one)	<b>DEPUTATION:</b> Form officers of Central/State Government holding analogous posts on regular basis OR from officers of Central/State Government holding posts in Level 12 of the Pay Matrix with at least 3 years of regular service in the grade.  <i>Note 1: The period of deputation shall ordinarily not exceed 3 years which may be extended up to 5 years in special cases</i>  <i>Note 2: The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications</i>

2. Selection to the posts will be made on the basis of the recommendation of the Selection Committee as constituted by the Government from time to time

3. Application Form duly filled up for the above post(s) can be submitted to the Deputy Secretary, DP&AR(GSW) [Room No. 310, 3<sup>rd</sup> Floor, Mizoram Secretariat (New Building)] as per prescribed proforma (copy enclosed in Annexure) on or before 11.03.2020 (5.00 PM) through the respective Administrative Department/Cadre Controlling Authority.

**Sd/-LALRINSANGA**

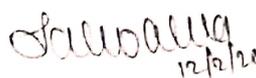
Joint Secretary to the Govt. of Mizoram

**Memo No.A.12032/2/2019-P&AR(GSW)**

**: Aizawl the 12<sup>th</sup> February, 2020**

Copy to:

1. P.S. to Chief Minister
2. P.S. to Deputy Chief Minister
3. Sr. PPS to Chief Secretary
4. All Administrative Departments
5. All Heads of Departments
6. Website Manager, DP&AR for uploading in the website
7. Guard File



**(LALROHLUA)**

Deputy Secretary to the Govt. of Mizoram  
Deptt. of Personnel & Administrative Reforms  
(General Service Wing)

**ANNEXURE-I**

**COMMON APPLICATION FORM FOR APPOINTMENT BY DEPUTATION  
(INCLUDING SHORT TERM CONTRACT)/FOREIGN SERVICE/ABSORPTION**

1)	Name of applicant (in capital letters)	:		
2)	Date of birth (enclose self attested copy of supporting document like HSLC, Birth Certificate, etc.)	:		
3)	Address for correspondence including contact number	:		
4)	Name of post applied	:		
5)	Designation of present post held	:		
6)	Name of service/department	:		
7)	Present scale of pay/level in pay matrix	:		
8)	Date of joining the present grade/post on regular basis	:		
9)	Educational qualification (enclose self attested copy of certificates)	:		
10)	Please state whether or not the educational and other qualifications/experience prescribed for the post in the recruitment rules/vacancy circular are satisfied by the applicant		:	
	Qualifications/experience required		Qualifications/experience possessed by the official	
	Essential	i)		
		ii)		
		iii)		
	Desirable	i)		
ii)				

11)	Nature of present employment (i.e. permanent/regular or ad hoc or temporary, contract etc.	:		
12)	Please state whether the substantive employment is under any of the following employer: a) Central Government b) State Government c) Universities d) Autonomous organizations e) Government Undertaking f) Others	:		
13)	Any additional information which you would like to mention in support of your suitability for the post (This may, among other things, include (i) additional academic qualifications (ii) professional training (iii) work experience, etc. Separate sheet may be enclosed if necessary)			
14)	Whether penalty, if any, was imposed on the applicant during a period of 5 years preceding last date for submission of application? If any, enclose a copy of the order of imposition of penalty by the Disciplinary Authority.	:		
15)	Details of post(s) held in chronological order (enclose separate sheet, if necessary)			
Sl. No.	Name of post held	Duration		Nature of duties
		From	To	

The information furnished above is/are correct to the best of my knowledge and nothing has been suppressed. I understand that in case of my selection, if any information furnished above is found to be false or misrepresented at a later stage, my selection is liable to be cancelled with the approval of the Competent Authority.

Date:

Name & signature of applicant

**CERTIFICATE OF THE ADMINISTRATIVE DEPARTMENT/CADRE  
CONTROLLING AUTHORITY**

Certified that the particulars furnished by the officer are correct as per the service records and the department has no objection for appointment of the officer on deputation (including short term contract)/deputation on foreign service/absorption (please select the appropriate one).

Date:

Signature of an officer not below the rank of  
Under Secretary in the cadre controlling authority