

Ministry of Rural Development

Department of Land Resources
NBO Building, Nirman Bhavan,
New Delhi-110011

Subject: Filling up the post of **Assistant Commissioner** (Land Reforms) in the pay scale of Rs. 10000-325-15200/- (pre-revised) in the Department of Land Resources, Ministry of Rural Development on Deputation basis.

Applications are invited to fill up one post of **Assistant Commissioner** (Land Reforms) in the scale of pay of Rs. 10000-325-15200 (pre-revised) in the Department of Land Resources on deputation basis from officers under the Central/State Governments having the qualifications and experience as mentioned in Annexure-I.

2. The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in same or some other Organisation/ Department of the Central/State Government, shall ordinarily not exceed three years. The maximum age limit for appointment on deputation shall not be exceeding 56 years as on the closing date of the receipt of applications.

3. The officer selected will have the option to draw his pay plus deputation allowance in accordance with the Department of Personnel & Training O.M. No. 2/12/87-Estt (Part-III) dated 29.4.1988 as amended from time to time or to have his pay fixed in the scale of post as per rules/orders on the subject.

4. It is requested that the application of eligible and willing officers who can be spared immediately may be forwarded in the prescribed Curriculum Vitae Proforma (Annexure-II) alongwith cadre clearance, up-to-date CR Dossier, Vigilance Clearance, Integrity Certificate and the statement showing Major/ Minor penalties imposed on the candidate, if any, during the last ten years. The applications may be forwarded, **within 60 days** from the date of publication of the advertisement in the Employment News, to the Under Secretary (Admn), Department of Land Resources, Ministry of Rural Development, NBO Building, 'G' Wing, Nirman Bhawan, New Delhi- 110011.

5. The Curriculum Vitae (CV) duly supported by the documents will be assessed by the Selection Committee while selecting suitable candidate for appointment to the post on deputation basis.

6. The advance copies of the applications and applications received after the last date and without cadre clearance, CR Dossier, Vigilance Clearance, Integrity Certificate and Major/ Minor Penalty statement will not be considered.

7. The officials who apply for the above post will not be allowed to withdraw their applications subsequently.

(Anoop Kumar)

Under Secretary to the Govt. of India

Ph. 011-23062722

ANNEXURE-I

ELIGIBILITY CONDITIONS FOR APPOINTMENT TO THE POST OF ASSISTANT COMMISSIONER (LAND REFORMS) ON DEPUTATION BASIS

1. **Name of the post : Assistant Commissioner (Land Reforms)**

2. **Scale of Pay:** Rs. 10000-325-15200 (pre-revised)
3. **Eligibility:** Officers under the Central/State Government
 - (a)(i) holding analogous posts on regular basis; or
 - (ii) with **five years'** regular service in posts in the scale of pay of Rs. 8000 -13500; or equivalent; or
 - (iii) with **eight years'** regular service in posts in the scale of pay of Rs. 6500-10500; or equivalent; and
 - (b) Having 5 years' experience in land reforms, land revenues, land records, survey, consolidation and allied matters and preferably possessing a degree in Law of a recognised university or equivalent.

ANNEXURE-II

BIO-DATA PROFORMA

1. Name and Address in Block letters :
2. Date of Birth (in Christian era) :
3. Date of retirement under Central/State Government Rules. :
4. Educational Qualifications:
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	Qualifications/ Experience possessed by the Officer
Essential	(i) (ii) (iii) (iv)
Desired	(i) (ii)

6. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post.

7. Details of Employment in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient (The mode of appointment whether regular or adhoc or deputation may clearly be mentioned)

- (i) **Office/Institute/ Organisation**
 - (ii) **Post held**
 - (iii) **From**
 - (iv) **To**
 - (v) **Scale of Pay and basic pay**
 - (vi) **Nature of duties**
8. Nature of present employment i.e. ad-hoc or temporary 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 you belong.

10. Additional details about your present employment. Please state whether working under :-

- (a) Central Government
- (b) State Government
- (c) Autonomous Organization
- (d) Government Undertakings
- (e) Universities
- (f) Others

11. 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.

12. Total emoluments per month now drawn.

13. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient (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).

14. Whether belongs to SC/ST :

15. Remarks

(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) any other information.

(Note: Enclose a separate sheet, if the space is insufficient).

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection to the post.

Signature of the Candidate

Address with

Telephone number

Date:.....

Place:.....

ANNEXURE-III

To be certified by the Cadre

Controlling Authority/Employer

Certified that the particulars furnished by the Officer are correct as per the records held in this Office. The following documents are enclosed along with the application:

1. Cadre Clearance.
2. Vigilance Clearance.
3. Up-to-date Confidential Reports Dossier.
4. Integrity Certificate by an Officer not below the rank of Deputy Secretary.
5. A statement showing minor or major penalties imposed during last ten years, if any.

No. Name, Signature & Seal of the Employer/Cadre Controlling Authority

ANNEXURE-IV

DUTIES OF ASSISTANT COMMISSIONER (LAND REFORMS)

1. All Constitutional/Legislative matters pertaining to Land Reforms.
2. All legal and other matters such as Court cases.
3. National Policy on Tribal Land Alienation and its prevention.
4. Administration of all matter relating to: Right to Fair Compensation and Transparency in Land Acquisition, Rehabilitation and Resettlement Act, 2013 and Revenue Recovery Act, 1890.
5. All new initiatives viz., Tenancy Reforms, Conversion of agricultural land for non-agricultural uses.
6. National Policy on Resettlement and Rehabilitation and all the related matters.
7. All Parliament Questions and matter related to the allotted subjects and all VIP/PMO references on the allotted subject.
8. Examination of all study reports pertaining to the allotted subjects.

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