

F. No.A.12024/1/2015-Estt.

### **National Human Rights Commission**

Manav Adhikar Bhawan, Block-'C', GPO Complex New Delhi –110 023

Date: 23 May, 2016

Sub: Filling up of various posts in the National Human Rights Commission on deputation on foreign service/re-employment/Short-term contract basis and direct recruitment basis.

Applications are invited from suitable candidates fulfilling the eligibility conditions for appointment to various posts as mentioned at **Annexure-A** in the National Human Rights Commission on transfer on deputation on foreign service/re-employment/short-term contract and direct recruitment basis.

2. The Commission is a Statutory Autonomous Body and candidates selected will be appointed on transfer on deputation on foreign service basis for a period of three years. Exemption from immediate absorption has been obtained from the Government. National Human Rights Commission is an eligible office for allotment of Govt. accommodation from General pool.

#### (A) For deputation/re-employment/shot-term contract posts:-

- (i) The deputation will be governed by the terms and conditions contained in the Department of Personnel and Training's O.M. No.6/8/2009-Estt.(Pay.II), dated 17.6.2010 as amended from time to time.
- (ii) The applications of eligible candidates who are desirous of being considered for appointment to the posts meant for deputation and can be spared immediately, may please be forwarded to this Commission latest by 30<sup>th</sup> June, 2016 alongwith attested photocopies of ACRs for the last 05 years and vigilance/disciplinary clearance. The applications should clearly indicate the service particulars, experience and educational qualifications etc. in the prescribed form as at Annexure-I. Applications received directly or without ACRs will NOT be entertained. The forwarding authority may also certify the information furnished in the bio-data. Retired persons applying for reemployment/short-term contract may submit their applications in Annexure-II directly to the Commission.
- (iii) The maximum age limit for appointment on transfer on deputation on foreign service basis shall be 56 years.

#### (B) For Direct Recruitment to the post of Despatch Rider':-

Number of vacancies: 01 (Un-reserved)

<u>Examination Centre</u>: The examination will be conducted in Delhi only. Mode of Examination/date of examination shall be intimated to the eligible candidates separately. The Commission will not pay any TA/DA to the candidates for attending the interview for deputation and for attending examination/Skill Test for direct recruitment.

Last date for receipt of applications:-

Last date for receipt of applications for direct recruitment to the post of Despatch Rider shall be 30<sup>th</sup> June, 2016 For the candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagalanad, Tripura, Sikkam, Ladakh Division of J&K State, Lahaul and Spiti Districts and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andman & Nicobar Islands and Lakshadweep last date for receipt of applications will be 7<sup>th</sup> July, 2016. Crucial date of eligibility:-

Crucial date for determining the age limit shall be closing date for receipt of applications from candidates in India i.e. **30**<sup>th</sup> **June, 2016** (and not the closing date prescribed for those residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagalanad, Tripura, Sikkam, Ladakh Division of J&K State, Lahaul and Spiti Districts and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andman & Nicobar Islands and Lakshadweep).

How to apply: The candidates fulfilling the eligibility conditions as mentioned in Annexure-A may apply in the prescribed format as per Annexure-I for the posts earmarked to deputation. For the posts earmarked to re-employment/short term contract and direct recruitment basis, they may apply on Annexure-II and send the same by post to the Under Secretary (Estt), National Human Rights Commission, Manav Adhikar Bhawan, Block-C, GPO Complex, INA, New Delhi-110 023, along with copies of relevant supporting self attested documents like proof of age, qualification, category certificate, disability certificate etc.

The applications without supporting documents, photograph, unsigned and incomplete applications, in any manner, shall be summarily rejected.

The candidates who are already in Government Service should apply through proper channel failing which the applications shall not be considered.

3. The last date for receipt of applications will be 30<sup>th</sup> June, 2016. Applications received beyond due date will not be considered.

Under Secretary (GA)



#### F. No.A.12024/1/2015-Estt. National Human Rights Commission

Manav Adhikar Bhawan, Block-'C', GPO Complex New Delhi –110 023

Date:

May, 2016

Applications of eligible candidates are invited for filling up the following vacancies in the National Human Rights Commission, New Delhi:-

	Advt. No.	/2016	5/Estt.
SI. No.	Details of posts, pay scale and mode of recruitment	No. of Posts	Eligibility criteria
Res	earch Division		
1	Senior Research Officer Rs. 15600-39,100/- + GP Rs. 6600/-  By deputation including short- term contract	02	A:- By deputation including short-term contract:- Officers under the Central Govt./State Govt/Universities/Research Institutions; (a) (i) Holding analogous posts on regular basis; or     (ii) With 5 years regular service in post in the scale of Rs. 8000- 13,500/- (pre-revised) or equivalent; or     (iii) With 8 years regular service in post in the scale of Rs. 6500- 10,500/- (pre-revised) or equivalent; and possessing following essential qualifications:- Essential qualification:- (i) Masters degree in Political Sciences, History, Statistics, sociology of a recognized university or equivalent. (ii) Degree in Law of a recognized university or equivalent. (iii) 4 years research experience in any of the social science.  By re-employment/short-term contract:- Persons who have held analogous posts under the Central Govt./State Govt/Universities/Research Institutions on regular basis and possessing the educational qualifications and experience as prescribed for deputations above.
2	Research Assistant PB-2(Rs.9300- 34800)+GP Rs.4200/-  Deputation failing which by re- employment/short term contract	03	Deputation:- Officers under the Central Govt/Universities/Research Institutes; (a) (i) Holding analogous posts on regular basis; or (ii) with 5 years regular service in a post in the pay scale of Rs.5200-20,200/-+ GP Rs.2400/- or above. (b) Possessing the following educational qualifications/experience:- Qualifications: Essential:- Bachelor Degree from a recognized university or equivalent Experience:- Research experience in any of social sciences or in the application of law and procedure. Desirable: Degree in Law from a recognized university or equivalent. By re-employment/short-term contract Persons who have held analogous post on regular basis under the Central Govt./Universities/Research Institutes and possessing qualifications and experience prescribed for deputationists. The period of short-term contract/re-employment shall not exceed 2 years.

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Investigation Division   1			No. of	
Investigation Division   1   20,9 SP   20,1   20,	No.	F 7	Posts	Eligibility criteria
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PB-2/(Rs.9300-3480)+ Grade Pay Rs.5400/-  deputation failing which by re- employment short term contract  2 Inspector PB-2/(Rs.9300-34800)+Rs.4600/-  2 Inspector PB-2/(Rs.9300-34800)+Rs.4600/-  3 Deputation failing which by re- employment short term contract  Deputation failing which by re- employment short term contract  Deputation failing which by re- employment short term contract  Deputation failing which by re- employment short term contract for the period of short-term contract/re-employment shall not exceed two years.  Deputation failing which by re- employment short term contract for the contral/State Police or acquivalent grade in the Central/State Police  Deputation failing which by re- employment/short term contract/re-employment shall not exceed two years.  3 Constable     Rs. 5200-20,200/- +     GP Rs. 2000/-     By deputation  Admn. Division  1 Assistant     Accounts Officer     PB-2/(Rs.9300-34800)+Rs.4800)-  By Deputation  2 Junior Accountant (Hindi)     S200-20,200/- + GP     Rs. 2800/-     By Deputation  3 Junior Translator     By Deputation  3 Junior Translator     By Deputation  3 Junior Translator     Rs. 9300-34,800/-     Rs.				The state of the product
(a) (i) holding analogous posts on regular basis or; (ii) Inspectors of Police with 5 years regular service in the grade or equivalent; and (b) Possessing experience in investigation of criminal cases.  By re-employment/short-term contract:  Persons who have held analogous posts on regular basis under the Contral Govt./State Police Organizations and possessing experience in investigation of criminal cases. The period of short-term contract/re-employment shall not exceed two years.  2 Imspector PB-2(Rs.9300- 34800)+Rs.4600/- Doputation failing which by re- employment/short term contract)  Deputation failing which by re- employment/short term contract)  Constable Rs. 5200-20,200/- GP Rs. 2000/- By deputation  Admn. Division  1 Assistant O1 Accounts Officer PB-2(Rs.9300- 34800)+Rs.4800/- By Deputation  2 Junior Account officer PB-2(Rs.9300- 34800)+Rs.4800/- By Deputation  2 Junior Accountant (Hindi) S200-20,200/- + GP Rs. 2800/- By Deputation  3 Junior Translator Rs. 9300-34,800/- By Deputation  4 Junior Accounts Officer or equivalent in the pay scale of Rs.9300- Accounts of Rs. 9300-34800/- By Deputation  5 Junior Translator Rs. 9300-34,800/- By Deputation  6 Junior Translator Rs. 9300-34,800/- By Deputation  6 Junior Translator Rs. 9300-34,800/- By Deputation  7 Junior Translator Rs. 9300-34,800/- By Deputation  8 Junior Translator Rs. 9300-34,800/- By Deputation  9 Junior Translator Rs. 9300-34,800/- By Deputation  10 Junior Accounts Officer or equivalent in the pay scale of Rs.9300- Adminior Accounts Officer or Equivalent in the pay scale of Rs.9300- Adminior Accounts Officer or Equivalent in the pay scale of Rs.9300- Adminior Accounts Officer or Equivalent in the pay scale of Rs.9300- Adminior Accounts Officer or Equivalent in the pay scale of Rs.9300- Adminior Accounts Officer or Equivalent in the pay scale of Rs.9300- Adminior Accounts Officer or Equi	1`	Dy. SP	01	Transfer on deputation/transfer:-
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Service or subordinate officer sunder Controller General of Accounts of Accounts of Rs. 2800/-   By Deputation	i '			The period of short-term contract/re-employment shall not exceed two
Constable Rs. 5200-20,200/- + GP Rs. 2000/- By deputation				
Rs. 5200-20,200/- By deputation  Admn. Division  1 Assistant Accounts Officer PB-2(Rs.9300- 34800)+Rs.4800/- By Deputation  2 Junior Accountant (Hindi) 5200-20,200/- + GP Rs.2800/- By Deputation  3 Junior Translator Rs. 9300-34,800/- + GP Rs. 4200/-  3 Junior Translator Rs. 9300-34,800/- + GP Rs. 4200/-  3 Junior Translator Rs. 9300-34,800/- + GP Rs. 4200/-  Central or State Police Forces.  (i) Central or State Police Forces.  (ii) Officers under the Central Govt. holding analogous posts on regular basis in the ISTM or equivalent in the ISTM or equivalent and Accounts work, or  (ii) Junior Accounts Officers or equivalent in the pay scale of Rs.9300-34,800/- + GP Rs. 4200/-  Ci) Junior Accounts Officers or equivalent in the pay scale of Rs.9300-34,800/- + GP Rs. 4200/-  Ci) Junior Accounts Officers or equivalent in the pay scale of Rs.9300-34,800/- + GP Rs. 4200/-  Ci) Junior Accounts Officers or equivalent in the pay scale of Rs.9300-34,800/- + GP Rs. 4200/-  Ci) Junior Accounts Officers or equivalent in the pay scale of Rs.9300-34,800/- + GP Rs. 4200/-  Ci) Junior Accounts Officers or equivalent in the pay scale of Rs.9300-34,800/- + GP Rs. 4200/-  Ci) Junior Accounts Officers or equivalent in the pay scale of Rs.9300-34,800/- + GP Rs. 4200/-  Ci) Junior Accounts Officers or equivalent in the pay scale of Rs.9300-34,800/- + GP Rs. 4200/-  Ci) Junior Accounts Officers or equivalent in the pay scale of Rs.9300-34,800/- + GP Rs. 4200/-  Ci) Junior Accounts Officers or equivalent in the pay scale of Rs.9300-34,800/- + GP Rs. 4200/-  Cii) Junior Accounts Officers or equivalent in the pay scale of Rs.9300-34,800/- + GP Rs. 4200		Constable	01	Denutation of persons working in similar or equivalent grades in the
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3 Junior Translator 01 Officers holding analogous posts on regular basis in the Central Govt. Rs. 9300-34,800/-			1	service in the grade with experience in Cash/Accounts Section in the
Rs. 9300-34,800/- + GP Rs. 4200/-	L		<u> </u>	above offices.
GP Rs. 4200/-	3		01	Officers holding analogous posts on regular basis in the Central Govt.
By deputation		GP Rs. 4200/-		
By deputation		<u></u>		
		By deputation		

SI. No.	Details of posts, pay scale and mode of recruitment	No. of Posts	Eligibility criteria
4	Assistant Librarian 5200-20,200/- + GP 2400/- By Deputation	01	Officers holding analogous posts in a Library under the Central Govt. OR Upper Division Clerk working in any office of the Govt. of India possessing the following educational qualifications:- (i) Degree of a recognized university or equivalent (ii) Diploma in Library Science of a recognized institution and having experience of working in a Govt. Library for a period of 3 years.
5	Despatch Rider Rs. 5200-20,200/- + GP Rs. 1900/- By Direct Recruitment	01	Age Limit: Between 23 to 30 years (relaxable for Govt. servant upto the age of 40 years in accordance with the instructions or orders issued by the Central Govt.)  Essential: Possession of a valid driving license for motor cycle/scooter/Auto Rickshaw and experience of driving such vehicle for at least 3 years.  Desirable:- Pass in the 8 <sup>th</sup> standard of any recognized school.  Note: crucial date for determining the age limit shall be closing date for receipt of applications from candidates in India.

Note: These vacancies are tentative and their numbers may increase or decrease.

- 2. Detailed eligibility conditions and proforma of applications are available in the Commission's website <u>www.nhrc.nic.in</u>
- 3. The last date for receipt of applications will be 30<sup>th</sup> June, 2016 Applications received beyond 30<sup>th</sup> June, 2016 will not be considered.

(D.M. TripatMy) Under Secretary (GA)

#### APPLICATION FORM FOR APPOINTMENT ON DEPUTATION POST

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#### Advt. No. 01/2015/Estt

reference to the post applied.

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2. Date of Birth (in 3. 1). Date of entry i ii). Date of retires Government Rule 4. Educational Qual 5. Whether Education required for the papalification has to the one prescrauthority for the Qualification /Expin the advertisem	Christian era) In service In service In ent under Central/State Ifications Ifications If and other qualifications If any in the sequivalent If the Rules, state the same).	-
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authority for the Qualification /Ex in the advertiscn	same).	<u></u>
Qualification /Exp in the advertisem		
in the advertisem	perience required as mention	Qualifications/experience possessed by the officer
<del></del>	ent/vacancy circular	
Essential		Essential
A) Qualification		A) Qualification
B) Experience		B) Experience -
Desirable		Desirable
C) Qualification	·-	C) Qualification
D) Experience		D) Experience
5.1 Note: This Co	lumn needs to be amplified to	ndicate Essential and Desirable Qualifications as
		Ministry/Department/Office at the time of issue of
	ssue of Advertisement in the Er	
5.2 In the case of	degree and Post Graduate Qua	lifications Elective/main subjects and subsidiary subjects
may be indica	ited by the condidate.	
6. Please state clearl	y whether in the light of	
entries made by ye	ou above, you meet the	
requisite Essential	Qualifications and work	
experience of the	post.	
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6.1 Note: Borrowing D		

7. 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 hasis	From	То	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in clebil) highlighting experience required for the post
					applied for

Important: Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and 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:

Office/Institution	Pay, Pay Band, and Grade Pay	From	76
<u> </u>	drawn under ACP / MACP Scheme		
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8.Nature of present empli noc or Temporary or Qu or Permanent	oyment i.e. Ad- asi-Permanent				
9.in case the present e held on deputation/co please state-		•	· · ·		·
a) The date of initial appointment	b) Period of on deputation		c) Name of office/organize which the belongs.	etion to	post and Pay
9.1 Note: In case of Officer, should be forwarded by the Vigilance Clearance and Inti 9.2 Note: Information unil where a person is holding a still maintaining a lien in his	e parent cadre/ grity certificate er Column 9(c) post on depute	Department a s. & (d) above stion outside t	long with Cadre must be given	: Clearance,   in all cases	

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. If any post held o	n Dep	utation in the					<del></del>		
past by the applica	nt, da	se of return					•		
from the last depo	utation	and other				•			
details.		, bite ouier							
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33.Additional details:	about	present							۰
Cmployment:		f							I
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against the relevant co	1001 E	opioyer							ŀ
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a) Central Govern		1						}	
b) State Governm		-						Ì	
c) Autonomous D	rganiz:	etion		•				- 1	
d) Government Ur	derta.	kine							
: e) Universities								1	
f) Others -		}						ĺ	
12. Please state wh		<del></del>						1	
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working in the same t	Jepart	ment and				-		ĺ	
are in the feeder grad	le or	feeder to [						1	
feeder grade.		[	•			•		1	
13. Are you in Revised	Scale	of Pay? If			<u>-</u>		<del></del> -		
yes, give the date fr	Om u	thich the							
revision took place and a	ılsa in:	ficate the						- 1	
pre-revised scale	,,,,,,	- ILLE						- 1	
14. Yotal empluments per	<del></del>	<del></del>		<del> </del>	<u> </u>	<u> </u>		)	
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15. In case the applicant Pay-scales, the latest sale	belor	igt to an Own	ien ela n		<u> </u>	_ <del>_</del>			
Pay-scales, the latest cal-	ene eli	is fremant by the	429MAII	which is not	following	the Centr	al Covernm	ent ]	
Pay-scales, the latest saliendosed.	217 313	h more of th	e Orga	nisation shev	ving the	following (	details may	be	
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6.A Additional Informati	ion 1/	nois colourest	<del></del> ;		<u></u>				
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· I professional training and (iii) work experience over and	
above prescribed in the Vacancy	· ·
Circular/Advertisement)	
(Note: Enclose a separate sheet, if the space is	<u> </u>
Insufficient)	
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16.8 Achievements:	
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with regard to:	-, i
(i) Research publications and reports and special	<u> </u>
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projects	,
(iii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional	_
The saturation of the same of	·
bodles/institutions/societies and;	•
(iv) Patents registered in own name or achieved for the	J
organization	_
(v) Any research/ innovative measure involving official	
recognition vi) any other information.	
(Note: Enclose a separate sheet if the space is	
Insufficient)	
17. Please state whether you are applying for	` <b>;</b>
deputation (ISTC)/Absorption/Re-employment Basis.#	-
(Officers under Central/State Governments are only	'
eligible for "Absorption". Candidates of non-	
Government Organizations are eligible only for Short	•
Term Contract)	•
1 Lift Carrier and	,
# (The option of 'STC' / 'Absorption'/'Re-employment'	
are available only if the vacancy circular specially	,
mentioned recruisment by "STC" or "Absorption" or	·
	į.
"Re-employment").	
18. Whether belongs to SC/ST	
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I have carefully gone through the vacancy circul	ar/advertisement and I am well aware that the
information furnished in the Curriculum Vitae duly supp	orted by the documents in respect of Essential
information furnished in the Eurriculum Vitae duly supp	to the py the monomeries of the panels of the same
Qualification/ Work Experience submitted by me will also	os szazan od tus palacziou mountuintas ar tus
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 o	n my selection has been suppressed/ withheld.
	; ;
	(Signature of the candidate)

(Signature of the s	andidate)
Address	
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, "Ä-5,"

Date\_\_

Certification by the Employer/ Cadre Controlling Authority

The information/ details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

- Also certified that;
- There is no vigilance or disciplinary case pending/ contemplated against Shri/Smt.
- II) His/ Her integrity is certified.
- iii) His/ Her CR Dossier in original is enclosed/photocoples of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt, of India or above are enclosed.
- ly) No major/ minor penalty has been imposed on him/ her during the last 10 years <u>Or</u> A list of major/ minor penalties imposed on him/ her during the last 10 years is enclosed. (as the case may be)

· Countersigned

(Employer/ Cadre Controlling Authority with Seal)

# ANNEXURE - D. APPLICATION FORM FOR RECRUITMENT TO THE POST OF..... ON DIRECT RECRIUITMENT BASIS SHORT-TERM CONTRACT BASIS

Paste here firmly recent photograph

(4 cm x 5 cm) (do not staple)

<u>Advt</u>	. No/2016/Estt.		
Post a	pplied for:		
1.	Name of Candidate (As per matriculation certificate)	:	
2.	Father's Name	:	
3.	Mother's Name	:	
4.	Date of Birth (As per matriculation certificate)	:	
4(a).	Age as on last date for receipt of application	of :	
4(b).	Whether seeking age relaxation	;	
5.	Gender (Male/Female)	:	
6.	Nationality	:	
7.	Category (whether SC/ST/OBC/General)	:	
8.	Whether Physically Handicappe (OH/VH/HH)	d :	
8(a).	If VH, whether scribe is require or not	d :	

# 9 Educational/Professional Qualification:

SI. No.	Exam/ Degree Passed	School/ College/ University	Subject Taken	Year of passing	Class/ Division & %age
			·		

## 10. Experience:

Name of the Employer/ Organisation	Post Held	From	to	Nature of duties	Scale of pay and last salary drawn

11.	Permanent Address	:	
			<del></del>
12.	Address for Communication along with Pin No.	:	
13.	Mobile No. (if any)	:	
14.	E-mail-ID (if any)	:	

15.	Any other information	:	
	•		
Date	ed:		(Signature of the candidate)

#### **DECLARATION**

- (i) I have not submitted any other application for this examination. I am aware that if I contravene this rule, my application will be rejected summarily by the Commission.
- (ii) I have read the provisions in the Notice of the examination carefully and I hereby undertake to abide by them.
- (iii) I further declare that I fulfill all the conditions of eligibility regarding age limits, educational qualifications etc., prescribed for admission to the examination.
- (iv) \* For Central Govt. Civilian Employees seeking age relaxation
  I declare that I am a Central Govt. Civilian Employee and completed 3 years
  regular service or regular length or service stipulated in the notice of the
  examination on or before date of closing of submitting application form given in the
  notice.

(v) \*For candidate belonging to OBC
I declare that I belong to the community which is recognized as a backward class by the Govt. of India for the purpose of reservation in services as per orders contained in Deptt. Of Personnel & Training Office Memorandum No. 36012/22-93-Estt (SCT) dated 8.9.1993. I also declare that I do not belong to the person/sections (creamy layer) mentioned in column 3 of the schedule of the OM mentioned above and modified vide Govt. of India DOPT OMs mentioned in the Notice. I further declare that I am in possession of OBC Certificate as per the prescribed format.

(vi) I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found suppressed/false or incorrect or ineligibility being detected before or after the examination, my candidature/appointment is liable to be cancelled.

Place:	
Date :	(Signature of the candidate) {unsigned application will be rejected}