

NATIONAL INSTITUTE OF HYDROLOGY
(A GOVT. OF INDIA SOCIETY UNDER MINISTRY OF WATER RESOURCES,
RIVER DEVELOPMENT AND GANGA REJUVENATION)
JALVIGYAN BHAWAN, ROORKEE – 247 667 (UTTRAKHAND) INDIA

ADVT. No. 1/2018

Dated: 01.06.2018

National Institute of Hydrology (NIH) is a premier Research and Development organization under the Ministry of Water Resources, River Development and Ganga Rejuvenation, Government of India. NIH is located in IIT Camus in clean and green surroundings. The office has all modern amenities and a congenial work environment.

Applications are invited for one post of Finance Officer to be filled on deputation / promotion basis at NIH, Roorkee. The post carries the pay and allowances at Central Government rates.

Sl. No.	Post	Level in the Pay Matrix	Remarks
1.	Finance Officer	Level-11 (Rs.67700-208700) of Pay Matrix	The Officer shall assist the Director, NIH in the field of Finance, Accounts, Audit Budget and other financial matters.

Interested candidates may apply through their department within 60 days from the date of advertisement published in the Employment News. The detailed advertisement may be seen at the Institute website www.nihroorkee.gov.in.

Sr. Admin. Officer

राष्ट्रीय जलविज्ञान संस्थान

(जल संसाधन, नदी विकास और गंगा संरक्षण मंत्रालय के अधीन भारत सरकार की एक समिति)

जलविज्ञान भवन, रुड़की-247667 (उत्तराखंड), भारत

विज्ञापन संख्या 1/2018

दिनांक: 01.06.2018

राष्ट्रीय जलविज्ञान संस्थान (एन. आई. एच.), जल संसाधन, नदी विकास और गंगा संरक्षण मंत्रालय, भारत सरकार के अधीन एक प्रमुख अनुसंधान एवं विकास संस्था है। राष्ट्रीय जलविज्ञान संस्थान, आई.आई.टी., रुड़की परिसर के स्वच्छ एवं हरे-भरे परिवेश में स्थित है। कार्यालय में समस्त आधुनिक सुविधाएं उपलब्ध है तथा यहाँ पर कार्य करने के लिए एक अनुकूल माहौल विद्यमान है।

राष्ट्रीय जलविज्ञान संस्थान, रुड़की में प्रतिनियुक्ति/पदोन्नति के आधार पर वित्त अधिकारी के एक पद के लिए आवेदन आमंत्रित किए जाते हैं। इस पद पर केंद्र सरकार की दरों के समान वेतन एवं भत्ते देय हैं।

क्र.सं.	पदनाम	वेतन मैट्रिक्स में लेवल	अभियुक्तियां
1	2	3	4
1	वित्त अधिकारी	Level-11 (रुपये 67700-208700)	चयनित अधिकारी वित्त लेखा, लेखा परीक्षण बजट तथा अन्य वित्तीय मामलों में निदेशक एन. आई. एच. की सहायता करेगा।

इच्छुक अभ्यर्थी रोजगार समाचार पत्र में प्रकाशित विज्ञापन की तारीख से 60 दिनों के अंदर अपने विभाग के माध्यम से आवेदन कर सकते हैं। विस्तृत विज्ञापन के लिए संस्थान की वैबसाइट www.nihroorkee.gov.in देखें।

वरिष्ठ प्रशासनिक अधिकारी

BIO-DATA/ CURRICULUM VITAE PROFORMA

RECENT PHOTO

1.Name and Address (in Block Letters)	
2.Date of Birth (in Christian era)	
3.i) Date of entry into service	
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 as mentioned in the advertisement/ vacancy circular	Qualifications/ experience possessed by the officer
Essential	Essential
A) Qualification	
B) Experience	
Desirable	
A) Qualification	
B) Experience	
<p>Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.</p> <p>In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.</p>	
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.	
<p>Note: Borrowing Departments are to provide their specific comments/ view's confirming the relevant Essential Qualification/ work experience possessed by the candidate (as indicated in the Biodata) with reference to the post applied.</p>	

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 basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in detail) 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 drawn under ACP / MACP Scheme	From	To

8.Nature of present employment i.e. Adhoc or Temporary or Quasi-Permanent 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 the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent organisation

