

NARMADA CONTROL AUTHORITY
(DoWR, RD & GR, Ministry of Jal Shakti, Govt. of India)
Narmada Sadan, Sector-B, Scheme No.74, Vijaynagar, Indore (M.P.)-452 010

The following posts in the NCA are proposed to be filled from among the officers of Central/ State Govts., / PSUs/ State Electricity Boards/ Autonomous Bodies or by “**Composite method**” **deputation (including short term contract) Plus Promotion**. These posts are exempted from the rule of permanent absorption by the Department of Personnel & Pensioners Welfare, Govt. of India. The details of the posts are as given below:

Sl. No.	Name of the post and pay scale.	Tentative place of posting	Educational qualification(s) required	No. of posts
(1)	(2)	(3)	(4)	(5)
1.	Secretary Level-13A of pay matrix (Rs. 131100-216600) (Pre-revised pay scale PB-4 37400-67000+GP 8900)	Indore	A degree or equivalent in Civil or Electrical Engineering from a recognized university.	1
2	Chief Engineer (Civil) Level-13A of pay matrix (Rs. 131100-216600) (Pre-revised pay scale PB-4 37400-67000+GP 8900)	Indore	A degree or equivalent in Civil Engineering from a recognized university.	1
3.	Superintending Engineer (EMC) Level-13 of pay matrix (123100-215900) Pre-revised pay scale Rs. PB-4 37400-67000+GP 8700)	Indore	A degree or equivalent in Electrical Engineering from a recognized university.	1
4.	Director (E&R) Level-13 of pay matrix (123100-215900) Pre-revised pay scale Rs. PB-4 37400-67000+GP 8700)	Indore	A degree or equivalent in Civil or Environmental Engineering from a recognized university or M.Sc with Specialization in Forestry/ Agronomy/Ecology/Sociology/Environmental Science from a recognized University or equivalent.	1
5.	Deputy Director (Administration) Level-11 of pay matrix (67700-208700) Pre-revised pay scale PB-3 15600-39100+GP 6600	Indore	A degree or equivalent from a recognized University	1
6	Hindi Officer Level-10 of pay matrix (56100-177500) Pre-revised pay scale of PB-3 15600-39100+GP 5400	Indore	Master's Degree of a recognized university in English/Hindi with Hindi/English as a compulsory and elective subject at degree level.	1
7.	Accounts Officer Level-8 of pay matrix (47600-151100) Pre-revised pay scale PB-2 9300-34800+GP 4800	Indore	A degree or equivalent from a recognized university	1.

The above vacancies are provisional and subject to change in future.

Details regarding eligibility criteria, experience, duties attached to the post(s) etc. can be seen at website of NCA namely www.nca.gov.in

Last date of receipt of applications is 30 days from the date of publication in the Employment News.

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The following posts in the NCA are proposed to be filled from among the officers of Central/ State Govts., / PSUs/ State Electricity Boards/ Autonomous Bodies or by “**Composite method**” **deputation (including short term contract) Plus Promotion**. These posts are exempted from the rule of permanent absorption by the Department of Personnel & Pensioners Welfare, Govt. of India. The details of the posts are as given below:

(1) Secretary

Pay Scale : Level-13A of pay matrix (Rs. 131100-216600) (Pre-revised pay scale PB-4 37400-67000+GP 8900)

Eligibility Criteria:

FOR PROMOTION:

Director/Superintending Engineer of Narmada Control Authority fulfilling the educational qualification as mentioned below with minimum 2 years regular service in the grade-

FOR DEPUTATION (Including Short Term Contract)

Officers of the departments of the Central/State Government/Public Sector Undertakings/State Electricity Boards/Autonomous Bodies having minimum 15 years of regular Group-A service OR equivalent service and below 56 years of age on the last date of submission of application.

I (a) holding analogous post on regular basis.

OR

(b) holding post of Director/Superintending Engineer OR equivalent carrying pay in Level 13 in the Pay Matrix (₹ 123100-215900) or equivalent with minimum 2 years regular service in the grade.

OR

(c) holding post of Director/Superintending Engineer or equivalent carrying pay in the pay matrix level -12 (₹ 78800-209200) or equivalent with minimum 6 years regular service in the grade

AND

II. Possessing the following qualification and experience

Essential Qualification: A degree or equivalent in Civil or Electrical Engineering from a recognized university.

Experience: Minimum 5 years experience in the field of Water Resources Development including river management/ investigation/ planning/design /research/construction/ operation & Maintenance of Multipurpose/Irrigation/ Hydel projects preferably involving Inter-State aspects and general administration.

OR

Experience: Minimum 5 years experience in the field of Planning/Design /Installation/ O&M of electricity generation/ transmission/distribution/load dispatch station/SCADA equipment etc preferably involving Inter-State aspects.

Description of Duties:

Secretary to the Narmada Control Authority and is employed as per the provisions contained in the Narmada Water Disputes Tribunal (NWDT) Award / Narmada Water Scheme 1980 of the Government of India. He/She shall convene the meetings of the Authority from time to time as per the directions of the Chairman, NCA and prepare the Agenda notes and Minutes of these Meetings. He/ She shall keep the permanent record of all the meetings and proceedings. He/She shall also prepare the Annual Report of the Authority and cause to place it in both the houses of the Parliament after seeking the necessary approvals. In addition to the statutory duties he is also overall in-charge of (i) implementation of the official language act as per the Government of India guidelines in NCA Secretariat, (ii) Publication of quarterly journal viz. Narmada Ghati Vikas Patrika (NGVP) to be published by NCA and other public relation activities like organizing seminars, set

up exhibition etc., (iii) maintenance of NCA vehicles and procurements for NCA Secretariat. Secretary, NCA shall report to Executive Member, NCA and work under his overall directions to perform the said duties. He is also nominated as Liaison Officer to ensure compliance of orders of the Govt. of India on reservation to SC/ST/OBC employees.

(2) Chief Engineer :

Pay Scale : Level-13A of pay matrix (Rs. 131100-216600) (Pre-revised pay scale PB-4 37400 - 67000+GP 8900)

Eligibility Criteria:

FOR PROMOTION:

Director/Superintending Engineer (Civil) of Narmada Control Authority fulfilling the educational qualification as mentioned below with minimum 2 years regular service in the grade-

FOR DEPUTATION (Including Short Term Contract)

Officers of the departments of the Central/State Government/Public Sector Undertakings/State Electricity Boards/Autonomous Bodies having minimum 15 years of regular Group-A service OR equivalent service and below 56 years of age on the last date of submission of application.

I (a) holding analogous post on regular basis.

OR

(b) holding post of Director/Superintending Engineer OR equivalent carrying pay in Level 13 in the Pay Matrix (₹ 123100-215900) or equivalent with minimum 2 years regular service in the grade.

OR

(c) holding post of Director/Superintending Engineer or equivalent carrying pay in the pay matrix level -12 (₹ 78800-209200) or equivalent with minimum 6 years regular service in the grade.

AND

II. Possessing the following qualification and experience.

Essential Qualification: A degree or equivalent in Civil Engineering from a recognized university.

Experience: Minimum 5 years experience in the field of Water Resources Development including river management/ investigation/ planning/ design /research/construction/operation & Maintenance of Multipurpose/Irrigation/Hydel projects preferably involving Inter-State aspects and general administration.

Description of Duties:

Establishment of Real Time Data Acquisition System (RTDAS) in Narmada Basin for reservoir operation and flood forecasting. Monitoring of projects, particularly Sardar Sarovar Project (Unit-II) Canals and Indira Sagar Project. Preparation of Annual Water Account for Narmada covering flows of Narmada, storage in reservoirs, utilization for various purposes. Chief Engineer NCA is overall in-charge of these works and work under the general guidance / supervision of Member (Civil), NCA. He is also responsible for management of all the contracts in connection with the above works and also for providing security to various offices of NCA. The Regional Offices of NCA located at Bhopal & Vadodara and the Liaison Office of NCA are also placed under his charge. The mater related to Maintenance of real estates of NCA, Leasing of premises for NCA, whenever required are also put under the charge of Chief Engineer, NCA.

(3) Superintending Engineer (Energy Management Centre)

Pay Scale : Level-13 of pay matrix (123100-215900) Pre-revised pay scale Rs. PB-4 37400-67000+GP 8700)

FOR PROMOTION:

Deputy Director/Executive Engineer (EMC) of Narmada Control Authority in level 11 (₹ 67700-208700) with 13 years of regular service in Group-"A" posts in the service out of which at least 4 years of regular service should be in the grade of Executive Engineer (Electrical) including regular service if any rendered in the Non-Functional grade in level-12 in the pay matrix (₹ 78800-209200) and possessing educational qualification as prescribed.

OR

(1) Executive Engineer (Electrical) in level-11 in the pay matrix (₹ 67700-208700) with 9 (Nine) years regular service in the grade including regular service if any rendered in the Non-functional grade in level 12 in the pay matrix (₹ 78800-209200) and possessing educational qualification as prescribed.

FOR DEPUTATION (Including Short Term Contract)

Officers of the departments of the Central Govt./State Government/Public Sector Undertakings/State Electricity Boards/Autonomous Bodies having minimum 13 years of regular service Group-A service or equivalent & below 56 years of age on the last date of submission of application:

I (a) holding analogous post on regular basis in the parent cadre of department.

OR

(b) holding post of Joint Director/Deputy Director/Executive Engineer/Senior Manager/Deputy Chief Engineer carrying in level 11 (₹ 67700-208700) with 13 years of regular service in group-A posts in the service out of which at least 4 years of regular service should be in the grade of Executive Engineer (Electrical) including regular service if any rendered in the Non-Functional grade in level-12 in the pay matrix (₹ 78800-209200) and possessing educational qualification as prescribed.

OR

(c) Executive Engineer (Electrical) in level-11 in the pay matrix (₹ 67700-208700) with 9 (nine) years regular service in the grade including regular service if any rendered in the Non-functional grade in level 12 in the pay matrix (₹ 78800-209200) and possessing educational qualification as prescribed.

AND

II. Possessing the following qualification and experience

Essential Qualification: A degree or equivalent in Electrical Engineering from a recognized University.

Experience: Minimum 3 years experience in the field of planning/ design/ installation/O&M of electricity generation/transmission/distribution/load dispatch station/SCADA equipment etc.

Description of Duties:

Superintending Engineer (EMC) is incharge of Energy Management Center, Indore. SE (EMC) assists Member (Power) in matters related to the meetings of NCA, SSCAC, PSC of SSCAC, Power Sub-committee, Tariff & Energy Accounting Sub-committee, SSRRC, RBPH Monitoring Team & Standing Committee on Power System Planning of Western Region - Planning and scheduling of generation at SSP complex based on the inflows and water requirement of Govt. of Gujarat, releases from ISP - Formulation of long term and short term programme and maintenance schedule of SSP power units-Monitoring of power component of SSP complex as stipulated in the NWDT Award - Overall incharge of computer center and associated equipment installed under the EMC project - Responsible for round the clock shift operations at EMC and the maintenance of all the equipment.

(4) **Director (Environment & Rehabilitation)**

Pay Scale : Level-13 of pay matrix (123100-215900) Pre-revised pay scale Rs. PB-4 37400-67000+GP 8700)

Eligibility Criteria

FOR DEPUTATION (Including Short Term Contract)

Officers of the departments of the Central/State Government/Public Sector Undertakings/State Electricity Boards/Autonomous Bodies having 13 years of regular Group "A" service or equivalent and below 56 years of age on the last date of submission of application.

I(a) holding analogous post on regular basis in the parent cadre of department.

OR

(b) holding post carrying in level 11 (₹ 67700-208700) with 13 years of regular service in group-A posts in the service out of which at least 4 years of regular service should be in the grade including regular service if any rendered in the Non-Functional grade in level-12 in the pay matrix (₹ 78800-209200) and possessing educational qualification as prescribed.

OR

(c) holding post carrying in level-11 in the pay matrix (₹ 67700-208700) with 9 (nine) years regular service in the grade including regular service if any rendered in the Non-functional grade in level 12 in the pay matrix (₹ 78800-209200) and possessing educational qualification as prescribed.

AND

II. Possessing the following qualification and experience.

Essential Qualification: A degree or equivalent in Civil or Environmental Engineering from a recognized University.

OR

M.Sc. with specialization in Forestry/Agronomy/Ecology/Sociology/ Environmental Science from a recognized University or equivalent.

Experience: Minimum 3 years experience in the field of Impact Assessment for major irrigation projects including Rehabilitation & Resettlement of Project Affected Persons, Forestry, Environmental Management, Research etc.

Description of Duties:

He is to assist Member (E&R) in all the matters related to the R&R aspects of SSP, meetings of R&R Sub-group of NCA and other related Sub-committees viz. preparation of agenda / minutes for the meetings, follow up of actions on the decisions and to ensure compliance of the decisions taken by the Sub-group by the party States. He shall undertake field inspections from time to time for maintenance of database, for preparation of status reports and for physical verification of implementation of the R&R of the Project Affected Persons (PAPs) in the States of Maharashtra, Gujarat and Madhya Pradesh due to construction of Sardar Sarovar Dam. He shall also attend the consultations with the Grievance Redressal Authority established by the party State Governments to redress the grievances of PAPs in connection with their resettlement & rehabilitation.

(5) Dy. Director (Administration):

Pay Scale : Level-11 of pay matrix (67700-208700) Pre-revised pay scale PB-3 15600-39100+GP 6600

Eligibility Criteria:

FOR DEPUTATION : (Including Short Term Contract)

Officers of the Ministerial service of the departments of the Central/State Government/ Public Sector Undertakings/State Electricity Boards/Autonomous Bodies and below 56 years of age on the last date of submission of application.

I(a) holding analogous post on regular basis in the parent cadre of department carrying pay in the pay matrix level-11 of Rs. 67700-208700.

OR

(b) holding post carrying pay in the pay matrix level 10 (₹ 56100-177500) or equivalent with minimum 5 years regular service in the grade.

AND

II. Possessing the following qualification and experience

Essential Qualification & Experience: A degree or equivalent from a recognized University.

Experience: Minimum of 5 years experience of having worked as Administrative/Establishment Office dealing with all establishment and administrative matters with sound knowledge of rules and regulations applicable in Government organizations.

Note 1: The departmental eligible candidates in level 10 will also be considered along with outsiders.

Note 2: The departmental officer will not be eligible for consideration for appointment on deputation. Similarly, deputations shall not be eligible for consideration of appointment by promotion.

Description of Duties:

Deputy Director (Administration), NCA is the middle level officer for dealing (i) Administrative & Establishment matters including filling up of various posts, (ii) Cadre Management of various grades/posts, (iii) Constitution of Departmental Promotion Committees (DPCs)/Screening Committee/Selection Committee relating to appointments, promotion and confirmation of officials in different grades and posts, (iv) Coordinating furnishing of information relating to the Ministry of Water Resources, Parliament Questions, VIP references etc. (v) Court cases on administrative matters. The Deputy Director (Administration) has also been designated as Head of the Office particularly, for according sanction on routine establishment matters viz. advances to staff, medical claims etc.

(6) Hindi Officer

Pay Scale : Level-10 of pay matrix (56100-177500) Pre-revised pay scale of PB-3 15600-39100+GP 5400.

Eligibility Criteria:

FOR PROMOTION:

Vacancy will be filled up by promotion through selection from employees of NCA in Level-8 (₹ 47600-151100) in the Pay Matrix with 2 years regular service and fulfilling the educational qualifications and experience given below:-

OR

Officers of NCA in Level-7 in the Pay Matrix (₹44900-142400) with 3 years regular service and fulfilling the educational qualifications and experience given below:-

FOR DEPUTATION : (Including Short Term Contract)

Officers of the departments of the Central/State Government/Public Sector Undertakings/State Electricity Boards/Autonomous Bodies and below 56 years of age on the last date of submission of application.

I(a) holding analogous post on regular basis in the parent cadre of department.

OR

(b) holding post carrying pay in the Pay Matrix Level-8 (₹ 47600-151100) or equivalent with minimum 2 years regular service in the grade.

OR

(c) holding post carrying pay in the Pay Matrix Level-7 (₹ 44900-142400) or equivalent with minimum 3 years regular service in the grade.

AND

II. Possessing the following qualification and experience

Essential Qualification: Master's degree of a recognized university in English/Hindi with Hindi/English as a compulsory and elective subject at degree level.

Experience: Experience in the field of Hindi translation/maintenance of documents/implementation of Office Language Act.

Description of Duties:

Translation work from English to Hindi and vice versa and vetting thereof, to acquaint the officers and staff of the Department with the provisions of Official Language Act, government rules and orders relating to official language, to organize Hindi Workshops, Hindi Pakhwara etc. Maintain records of NCA under supervision of Secretary, NCA through Director (Civil) or Deputy Director (Civil).

(7) Accounts Officer:

Pay Scale : Level-8 of pay matrix (47600-151100) Pre-revised pay scale PB-2 9300-34800+GP 4800

Eligibility Criteria:

FOR PROMOTION:

Employees of Narmada Control Authority with 2 years of regular service in the pay matrix level-7 (₹ 44900-142400) and fulfilling the educational qualifications and experience given below:-

FOR DEPUTATION : (Including Short Term Contract)

Officers of Indian Audit & Accounts Deptt./Indian Railway accounts Deptt./Indian Postal & Telegraph Deptt./Indian Defence Accounts Deptt./Central/State-Government/PSU/State Electricity Boards/ Autonomous Bodies and below 56 years of age on the last date of submission of application.

I(a) holding analogous post on regular basis in the parent cadre of department.

OR

(b) holding post carrying pay in the pay matrix level-7 (₹ 44900-142400) or equivalent with minimum 2 years regular service in the grade.

OR

(c) holding post carrying pay in the pay matrix level -6 (₹ 35400-112400) or equivalent with minimum 6 years regular service in the grade.

AND

II. Possessing the following qualification and experience.

Essential Qualification: A degree or equivalent from a recognized University.

Experience:

In the field of handling account in Irrigation/Hydel Projects, preparation of Budget Estimates, Salary/TA bills, compilation of Annual Statements of Accounts.

Note 1: *The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationist shall not be eligible for consideration for appointment by promotion).*

Description of Duties:

Checking of all staff financial claims of the staff of NCA viz. medical bills, TA bills, other payments etc. checking of contracts / suppliers bills - imprest accounts etc. - compilation of monthly account - bank reconciliation statements and trial balance - preparation of Annual Accounts of NCA and NCA Budget. He shall report to Finance Officer.

General Conditions :

The period of deputation shall ordinarily be 3 years extendable up to 5 years provided the total deputation period including the period of deputation held in any ex-cadre post immediately preceding shall not exceed 5 years. Age of the applicants should not be more than 56 years on the last date of receipt of applications. The selected candidates will have the liability to serve wherever the vacancies are available in NCA from time to time. Application through proper channel in the given proforma along with copies of up to date ACRs for preceding 5 years, vigilance clearance and no penalty certificates may be sent to **Dy. Director (Admn), Narmada Control Authority, Narmada Sadan, Sector-B, Scheme No.74, Vijay Nagar, Indore- 452010** within 45 days from the date of publication of this advertisement. Applications received after due date or without copies of ACR/Vigilance clearance certificate or otherwise incomplete shall not be considered.

Application in the given proforma along with copies of all certificate may be sent to **Dy. Director (Admn), Narmada Control Authority, Narmada Sadan, Sector-B, Scheme No.74, Vijay Nagar, Indore- 452010** within **30** days from the date of publication of this advertisement. Applications received after due date or without copies of certificate or otherwise incomplete shall not be considered.

Curriculum Vitae Proforma

Application for the post of _____ in NCA.

1	Name & Address (in Block Letters):	:	
2	Date of Birth (in Christian era):	:	
3	Whether belongs to SC/ST	:	
4	i) Date of Entry into service ii) Date of retirement under Central/ State Govts., / PSUs/ State Electricity Boards/ Autonomous Bodies	:	
5	Educational Qualifications	:	
6	Experience	:	
Details of employment, in chronological order indicating the following details. (Enclose a separate sheet, if necessary, duly authenticated by your signature)			
	Office/ Institution	Post held	From
			To
			Scale of pay & Basic Pay
			Nature of duties (in detail)
7	Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent	:	
8	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.
9	Additional details about present employment. Please state whether working under (indicate the name of your employer against the relevant column)	:	
	a) Central Govt.	:	
	b) State Govt.	:	
	c) Autonomous Organization	:	
	d) Govt. Undertaking	:	
	e) Universities	:	
	f) Others	:	
10	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade:	:	
11	Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and indicate the pre-revised scale:	:	

12	Total emoluments per month now drawn		
	Basic Pay in the PB	Grade Pay	Total Emoluments
13.	Additional information, if any, which you would like to mention in support of your suitability for the post. This among other things may provide information with regard to	:	
	i) additional academic qualification	:	
	ii) professional training and	:	
	iii) work experience over and above prescribed in the Vacancy Circular/Advertisement). (Note: Enclose a separate sheet), if the space insufficient)	:	
14.	Remarks- The candidates are requested to indicate information with regards 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)	:	
15.	Address/ Telephone number for Correspondence /Contact.	:	
	a) Office		
	b) Permanent Address		

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification / Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection of 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 on my selection has been suppressed / withheld.

Date

Signature of the Candidate _____

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.

2. Also certified that;

- i) 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 / photocopies 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.
- (iv) No major / minor penalty has been imposed on his / her during the last 10 years Or A list of major / minor penalties imposed on him / her during the last 10 years is enclosed. (as the case may be)

Counter signed

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(Employer / Cadre Controlling Authority with Seal)