

INDIAN INSTITUTE OF ADVANCED STUDY

Rashtrapati Nivas, Shimla – 171 005

Advertisement No...../2018

Indian Institute of Advanced Study, an autonomous body under the Ministry of Human Resource Development fully financed by the Government of India, requires a Secretary in Matrix Level-14 (Rs.144200-218200) as per 7th CPC on deputation/foreign service from All India Service and All India Group 'A' Service. For more details about the post and terms & conditions for the appointment and eligibility etc. please visit our website i.e. www.iias.ac.in.

1.	Name of Post	Secretary
2.	Method of recruitment	Deputation
3.	Pay Band & Grade Pay	Matrix Level-14 (Rs.144200-218200) as per 7 th CPC.
4.	Period of Deputation	Three years
5.	Eligibility	(i) Holding analogous post on regular basis in the parent cadre/ department; or (ii) With 3 years' experience or more of regular service in a post in Level-13, 13A & 14, as per 7 th CPC (iii) Age should not exceed 56 years on the closing day for submission of applications.

Applications for the posts duly signed by the candidate and countersigned by the Head of Office or an officer authorized to sign on his behalf, in the proforma along with the following documents in respect of the eligible candidates who can be spared for taking up the assignment within one month from the date of intimation about their selection,

may please be forwarded to the Director, Indian Institute of Advanced Study, Rashtrapati Nivas, Shimla – 171 005. Candidates should send their application form well in time through proper channel. They may, however, send an advance copy direct to the Director, IIAS, Rashtrapati Nivas, Shimla – 171 005.

1. Cadre Clearance/Specific No Objection.
2. Photocopies of the Annual Confidential Reports/ Annual Performance Appraisal Reports of the candidate for the last five years duly attested by an Officer not below the rank of Under Secretary to the Govt. of India;
3. Integrity Certificate (IC) to be signed by an Officer not below the rank of Deputy Secretary to the Govt. of India;
4. Vigilance Clearance (VC) indicating that no disciplinary proceedings or criminal proceedings are either pending or contemplated against the Officer concerned; and
5. List of major/ minor penalties, if any, imposed on the candidate during the last 10 years OR No Penalty Certificate (PC), as the case may be.

Applications should reach on the following address within 30 days from the date of publication of this advertisement in the Newspapers.
