

**TO BE PUBLISHED IN NATIONAL DAILIES**

**GOVERNMENT OF INDIA**  
**CABINET SECRETARIAT**

**Vacancy Notice**

Applications are invited from Indian Nationals possessing eligibility criteria given below (as on closing date) and having qualified GATE Exam with valid GATE Score Card in the specified subjects [Computer Science / IT or Electronics and / or Communication] for Direct Recruitment to fill up 160 vacancies [tentative] in the grade of Deputy Field Officer (Technical) [Level-7 of Pay Matrix, Group 'B', non-Gazetted] in Cabinet Secretariat, Government of India:-

<b>Age Limit</b>	<b>Educational Qualification</b>
Not exceeding 30 years	Bachelor's degree in Engineering or Technology or Master's degree in Science or any other technical or scientific discipline from a recognised University or Institution

For detailed information and application format, please refer to Employment News dated

21/9/24

**Closing Date** - .....21/10/24.....

CBC- 58101/11/0014/2425

TO BE PUBLISHED IN THE EMPLOYMENT NEWS / ROZGAR SAMACHAR  
GOVERNMENT OF INDIA, CABINET SECRETARIAT

Advertisement No.01/2024

Closing Date: 30 days

Applications are invited from **Indian Nationals** possessing eligibility criteria given below (as on closing date) and having qualified in **Graduate Aptitude Test in Engineering (GATE) Exam with valid GATE Score Card** (from amongst GATE 2022 or 2023 or 2024), for direct recruitment in the grade of Deputy Field Officer (Technical) [Level-7 in Pay Matrix, Group 'B', non-Gazetted] in Cabinet Secretariat, Government of India. Total monthly emoluments including all allowances will be Rs.95,000/- (approx.) at New Delhi upon joining this post.

(i) **Age-Limit:** Not exceeding 30 years of age [relaxable for identified categories viz. SC / ST / OBC / Central Govt. Employees / Ex-servicemen, as per Central Government Orders in force]

(ii) **Educational Qualification (EQ):** Bachelor's degree in Engineering or Technology or Master's degree in Science or any other technical or scientific discipline from a recognised University or Institution [combination of EQ possessed by candidate & GATE Score obtained in corresponding subject paper must be as per Para.2 below]

**2. Subject-wise vacancies [Total – 160]**

Subject-wise Vacancies (Tentative)		Corresponding Subject Paper / Code in GATE	
Subject	Vacancies	Subject Paper	Code
In the fields of Computer Science/Information Technology	80	Computer Science & Information Technology	CS
Electronics and / or Communication	80	Electronics and Communication Engineering	EC

3. All the applications received as on the closing date and satisfying the above-mentioned eligibility criteria will be arranged in the order of merit on the basis of valid GATE Score for each subject separately. Candidates shortlisted (5 times the number of vacancies) on the basis of valid GATE Score will be called for Interview.

4. Interview will be held at the following Centres - Chennai, Gurugram, Guwahati, Jammu, Jodhpur, Kolkata, Lucknow and Mumbai. **Candidate should opt any one of the Centres of his / her choice.**

5. Selection of candidates will be based on GATE Score and Interview, subject to fulfilling the prescribed eligibility criteria, their Character & Antecedent verification and medical examination.

**6. General Instructions**

(i) Eligible candidates must submit duly filled-in Application Form along with self attested copies of (a) mark-sheets & certificates [hard copy] of Matriculation, 10+2, B.E./B.Tech./M.Sc.(b) valid GATE Score Card, (c) Caste Certificate (Annexure-I or II) for age relaxation (if applicable), (d) NOC from present employer (if applicable), (e) Undertaking (Annexure-III) & discharge certificate, in case of ex-serviceman.

(ii) Application Form, typed on A-4 size paper, should be filled in **English Capital (Block) letters using Black or Blue ink only.**

(iii) **Do not leave any column blank. Incomplete / unsigned / overwriting and application without photograph / requisite certificates / information will be rejected.**

(iv) The envelope containing application form (alongwith requisite documents) should be sent through **ORDINARY POST** addressed to **Post Bag No. 001, Lodhi Road Head Post Office, New Delhi-110003. Last date for receipt of applications is .....**

(v) Persons in Govt Service must submit their applications through respective office and should enclose Certificate (Annexure-IV) obtained from the Competent Authority for claiming age relaxation as per Government Rules.

**7. General Terms & Conditions**

(i) Candidates may note that the job of this post involves field postings with **All India Transfer liability.** The above mentioned post is not suitable for any category of Persons with disability / PWD i.e. HH, OH, VH or Autism. Medical standard of the candidates would be as per the Central Government guidelines applicable to Group 'B' posts.

(ii) Exact date, time & centre of Interview will be intimated to the shortlisted candidates through e-mail ID mentioned by candidates in their Application Forms.

(iii) **The Cabinet Secretariat reserves the right to cancel or withdraw the recruitment process / revise number of vacancies or may change Interview Centre due to administrative reasons or otherwise at any stage without assigning any reason.**

\*\*\*\*\*

**Application for the post of "Deputy Field Officer(Technical)" in**

**CABINET SECRETARIAT**

**(GOVERNMENT OF INDIA)**

[Note: Please fill in the form in English capital letters]

Affix self-attested  
recent passport  
size coloured  
photograph

<b>Specialised subject/stream of EQ:</b>
<b>Corresponding Subject paper and Code in GATE:</b>
<b>Choice of Centre for Interview:</b> [Refer –Sl. No. 4 of the Advertisement]

1. Name of the candidate	:									
2. Nationality	:									
3. Gender	:									
4. Address for correspondence  (Please mention PIN Code and name of State clearly)	:	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width:330px; height: 20px;"></td> <td style="border: 1px solid black; width:310px; height: 20px;"></td> </tr> <tr> <td style="border: 1px solid black; width:330px; height: 20px;"></td> <td style="border: 1px solid black; width:310px; height: 20px;"></td> </tr> <tr> <td style="border: 1px solid black; width:330px; height: 20px;"></td> <td style="border: 1px solid black; width:310px; height: 20px;"></td> </tr> <tr> <td style="border: 1px solid black; width:330px; height: 20px; text-align: center;">State</td> <td style="border: 1px solid black; width:310px; height: 20px; text-align: center;">PIN</td> </tr> </table>							State	PIN
State	PIN									
5. Contact No. <b>(Mobile) (Mandatory)</b> Alternate No.	:									
6. Email ID <b>(Mandatory)</b> <b>(IN BLOCK LETTERS)</b>	:									
7. Father's Name	:									
8. Mother's Name	:									
9. Date / Place of Birth	:	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width:110px; text-align: center;">Date</td> <td style="border: 1px solid black; width:110px; text-align: center;">Month</td> <td style="border: 1px solid black; width:110px; text-align: center;">Year</td> <td style="border: 1px solid black; width:110px; height: 20px;"></td> </tr> <tr> <td colspan="4" style="border: 1px solid black; text-align: center;">Place</td> </tr> </table>	Date	Month	Year		Place			
Date	Month	Year								
Place										
10. Age <b>(as on closing date)</b>	:	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width:100px; text-align: center;">Years</td> <td style="border: 1px solid black; width:50px; text-align: center;">Months</td> <td style="border: 1px solid black; width:50px; text-align: center;">Days</td> <td style="border: 1px solid black; width:50px; height: 20px;"></td> </tr> </table>	Years	Months	Days					
Years	Months	Days								
11. Religion	:									
12. Category (Tick '✓' whichever is applicable and enclose self-attested copy of requisite certificate if claiming for age relaxation as per Govt. guidelines)	:	<input type="checkbox"/> General <input type="checkbox"/> SC <input type="checkbox"/> ST <input type="checkbox"/> OBC <input type="checkbox"/> Ex-Serviceman <input type="checkbox"/> Central Government Employee								
13. If ex-serviceman, please specify length of Defence service (Enclose self attested copy of discharge summary)	:	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width:100px; text-align: center;">Years</td> <td style="border: 1px solid black; width:50px; text-align: center;">Months</td> <td style="border: 1px solid black; width:50px; text-align: center;">Days</td> <td style="border: 1px solid black; width:50px; height: 20px;"></td> </tr> </table>	Years	Months	Days					
Years	Months	Days								
14. Marital Status	:									
If married,	:									
a) Name of spouse	:									
b) Religion of spouse	:									
c) Nationality of spouse	:									

15. Educational qualifications from matriculation onwards (As on closing date):-  
[Attach self-attested copies of all the mark-sheets / certificates]

(a) Essential:

Exam / Degree passed	Board / University	Year of Passing	Duration of the Course		Subjects Studied	Total marks obtained in percentage (%)
			From	To		

(b) Details of GATE Examination for consideration of selection:  
[Attach self-attested copy of GATE Score Card]

Year of passing of GATE Examination	
GATE Roll Number	
Subject paper and Code in GATE	
GATE Score	
Date till GATE Score card is valid	

16. Whether employed or not

: Yes / No

If yes, provide details of employment (Department, rank, pay level, date of joining etc. & enclose self-attested copy of NOC from employer)


**DECLARATION**

I hereby declare that a) I fulfil the above laid down eligibility conditions for the post of Deputy Field Officer (Technical) ; and b) I have not submitted any other application in response to this selection process. In the event of information or part thereof being found incorrect at any stage, my candidature / appointment is liable to be cancelled / terminated without any notice to me.

Place:

Signature of the applicant with date

Date:

## FORMAT FOR SC/ ST CERTIFICATE

A candidate who claims to belong to one of the Scheduled Caste or the Scheduled Tribes should submit in support of his/ her claim an attested/certified copy of a certificate in the form given below, from the District Officer or the sub-Divisional Officer or any other officer as indicated below of the District in which his parents (or surviving parent) ordinarily reside who has been designated by the State Government concerned as competent to issue such a certificate. If both his parents are dead, the officer signing the certificate should be of the district in which the candidate himself ordinarily resides otherwise than for the purpose of his own education. Wherever photograph is an integral part of the certificate, the Commission would accept only attested photocopies of such certificates and not any other attested or true copy.

*(The format of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India)*

This is to certify that Shri/Shrimati/Kumari\* \_\_\_\_\_ son/daughter of \_\_\_\_\_ of \_\_\_\_\_ village/town\* \_\_\_\_\_ in \_\_\_\_\_ District/Division \_\_\_\_\_ of the State/ Union Territory\* \_\_\_\_\_ belongs to the \_\_\_\_\_ Caste/Tribe which is recognized as a Scheduled Castes/ Scheduled Tribes\* under:-

The Constitution (Scheduled Castes) order, 1950 \_\_\_\_\_  
 The Constitution (Scheduled Tribes) order, 1950 \_\_\_\_\_  
 The Constitution (Scheduled Castes) Union Territories order, 1951 \* \_\_\_\_\_  
 The Constitution (Scheduled Tribes) Union Territories order, 1951\* \_\_\_\_\_

As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification) order, 1956, the Bombay Reorganization Act, 1960 & the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act 1970, the North-Eastern Area (Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976.

The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956 \_\_\_\_\_  
 The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes order (Amendment Act), 1976\*.  
 The Constitution (Dadra and Nagar Haveli) Scheduled Castes order 1962.  
 The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order 1962@.  
 The Constitution (Pondicherry) Scheduled Castes Order 1964@  
 The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967 @  
 The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968@  
 The Constitution (Goa, Daman & Diu) Scheduled Tribes Order 1968 @  
 The Constitution (Nagaland) Scheduled Tribes Order, 1970 @  
 The Constitution (Sikkim) Scheduled Castes Order 1978@  
 The Constitution (Sikkim) Scheduled Tribes Order 1978@  
 The Constitution (Jammu & Kashmir) Scheduled Tribes Order 1989@  
 The Constitution (SC) orders (Amendment) Act, 1990@  
 The Constitution (ST) orders (Amendment) Ordinance 1991@  
 The Constitution (ST) orders (Second Amendment) Act, 1991@  
 The Constitution (ST) orders (Amendment) Ordinance 1996@  
 The Scheduled Caste and Scheduled Tribe Orders (Amendment ) Act 2002@  
 The Constitution (Scheduled Caste) Orders (Amendment) Act 2002@  
 The Constitution (Scheduled Caste and Scheduled Tribe) Orders (Amendment) Act 2002@  
 The Constitution (Scheduled Caste) Order (Amendment) Act 2007@  
 %2. Applicable in the case of Scheduled Castes, Scheduled Tribes persons who have migrated from one State/ Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes certificate issued to Shri/Shrimati \_\_\_\_\_ father/mother of \_\_\_\_\_ Shri/Srimati/Kumari\* \_\_\_\_\_ of \_\_\_\_\_ village/town\* \_\_\_\_\_ in \_\_\_\_\_ District/Division\* \_\_\_\_\_ of the State/Union Territory\* \_\_\_\_\_ who belong to the \_\_\_\_\_ Caste/ Tribe which is recognized as a Scheduled Caste/ Scheduled Tribe in the State/Union Territory\* issued by the \_\_\_\_\_ dated \_\_\_\_\_.

%3. Shri/Shrimati/Kumari and /or\* his/her\* family ordinarily reside(s) in village/town\* \_\_\_\_\_ of the State/Union Territory of \_\_\_\_\_ of \_\_\_\_\_ District/Division\*

Signature \_\_\_\_\_

\*\* Designation \_\_\_\_\_

(with seal of office)

Place \_\_\_\_\_

Date \_\_\_\_\_

\* Please delete the words which are not applicable

@ Please quote specific presidential order

% Delete the paragraph which is not applicable.

NOTE: The term ordinarily reside(s) used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

\*\* List of authorities empowered to issue Caste/ Tribe Certificates:

(i) District Magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ Dy. Collector/ 1st Class Stipendiary Magistrate/ Sub-Divisional Magistrate/ Extra-Assistant Commissioner/ Taluka Magistrate/ Executive Magistrate.

(ii) Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate.

(iii) Revenue Officers not below the rank of Tehsildar.

(iv) Sub-Divisional Officers of the area where the candidate and/or his family normally resides.

NOTE: ST candidates belonging to Tamil Nadu State should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.

## ANNEXURE-II

### (FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA)

This is to certify that Shri/Smt./Kumari \_\_\_\_\_ son/daughter of \_\_\_\_\_ of village/ town \_\_\_\_\_ in District/Division \_\_\_\_\_ in the State/ Union Territory \_\_\_\_\_ belongs to the \_\_\_\_\_ Community which is recognized as a backward class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No. \_\_\_\_\_ dated \_\_\_\_\_\*. Shri/Smt./Kumari \_\_\_\_\_ and/or his/her family ordinarily reside(s) in the \_\_\_\_\_ District/Division of the \_\_\_\_\_ State/Union Territory. This is also to certify that he/she does not belong to the persons/ sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt (SCT) dated 8.9.1993\*\*.

District Magistrate  
Deputy Commissioner etc.

Dated:

Seal:

\* The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

\*\* As amended from time to time.

Note: The term 'ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

**UNDERTAKING TO BE GIVEN BY THE EX-SERVICEMEN**

I ..... [Date of Birth: .....], appearing for direct recruitment to the grade of ..... in Cabinet Secretariat, do hereby undertake that:

- (a) I am entitled to the benefits admissible to Ex-Servicemen in terms of the Ex-Servicemen Re-employment in Central Civil Services and Posts Rules, 1979, as amended from time to time.
- (b) I have not joined the Government job on civil side (including Public Sector Undertakings, Autonomous Bodies/ Statutory Bodies, Nationalized Banks, etc.) in Group "C" and "B" posts on regular basis after availing of the benefits of reservation given to ex-serviceman for re-employment; or
- (c) I have availed the benefit of reservation as ex-serviceman for securing Government job on civil side. I have joined as ..... on ..... in the office of ..... I hereby undertake that I have submitted the self-declaration/ undertaking to my current employer about date wise detail of the application for the above mentioned examination for which I had applied for before joining the present civil employment; or
- (d) I have availed the benefit of reservation as ex-serviceman for securing Government job on civil side. I have joined as ..... on ..... in the office of ..... Therefore, I am eligible for age-relaxation only;

I hereby declare that the above statements are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage, my candidature/ appointment is liable to be cancelled/ terminated

Signature: .....  
 Name: .....  
 Roll Number: .....  
 Date: .....  
 Date of appointment in Armed Forces: .....  
 Date of Discharge: .....  
 Last Unit/ Corps: .....  
 Mobile Number: .....  
 Email ID: .....

**ANNEXURE-IV**

**FORM OF CERTIFICATE TO BE SUBMITTED BY CENTRAL GOVERNMENT CIVILIAN EMPLOYEES SEEKING AGE-RELAXATION**

(To be filled by the Head of the Office or Department in which the candidate is working)

It is certified that \*Shri/Smt./Km. \_\_\_\_\_ is a Central Government Civilian employee holding the post of \_\_\_\_\_ in the pay scale of Rs. \_\_\_\_\_ with 3 years regular service in the grade as on closing date. This office has no objection for his/ her appearing in direct recruitment to the grade of \_\_\_\_\_ in Cabinet Secretariat.

Signature \_\_\_\_\_  
 Name \_\_\_\_\_  
 Office Seal \_\_\_\_\_

Place:  
 Date:

(\*Please delete the words which are not applicable.)