

413

File No. I-12012/24/2018-DGCD (F)  
Government of India,  
Ministry of Home Affairs,  
Directorate General Fire Service, Civil Defence & Home Guards (Fire Cell)  
East Block-7, Level-VII, R.K. Puram - 1  
New Delhi- 110 066

East Block-7, Level-7,  
R. K. Puram, New Delhi-110066

Dated - 28.09.2021

To

The Secretaries of Ministries/ Departments of Government of India/  
Chief Secretaries of State Governments/ Union Territories.

**Subject: Filling up of two posts of Senior Instructor, National Fire Service College, Nagpur-440001, Ministry of Home Affairs, on deputation (including short-term contract) basis.**

Sir/ Madam,

Two posts of Senior Instructors, Non-Gazetted, Non-Ministerial in National Fire Service College, Nagpur, Ministry of Home Affairs, Government of India in Level-6 in the pay matrix (Rs. 35400-112400/-) are to be filled on Deputation (including short-term contract) basis.

2. The grades from which deputation to the post of Senior Instructor are to be made is as under:-

Officers of the Central Government or State Governments or Union territories Administration or Autonomous or Statutory organizations or Public Sector Undertakings or Universities or recognized Research Institutions:

- (i) holding analogous posts on regular basis in the parent cadre or Department; or
- (ii) with six years' service in the grade rendered after appointment thereto on regular basis in the level-5 (Rs.29200-92300/-) in the pay matrix or equivalent in the parent cadre or Department; and

B. possessing following educational and other qualifications.

**Essential:**

- (iv) Bachelor Degree in Science from a recognized University or Diploma in any branch of Engineering or Technology from a recognized University or Institution;
- (v) two years' experience in Firefighting or Teaching or Training in recognized Fire Service Organization in Central Government or State



Government or Union Territory Administration or Municipal Corporation or Public Sector Undertaking or Autonomous body or Statutory organization or Industrial or Aviation or Port or Government recognized Fire Service Training Institute or National Fire Service College, Nagpur; and

- (vi) should have minimum physical standard i.e. Height: Not less than 165cm (relaxable by 5cm for hill area candidates), chest: 81 cm normal, minimum expansion 5 cm. Weight: Not less than 50Kg. Hearing: Normal, Speech: Normal.

**Desirable:**

- (a) Pass Sub-Officers Course from National Fire Service College, Nagpur.
- (b) Medical First Aid Responder or Urban Search and Rescue course from Institute under the control of Central or State Government or Union territories Administration or Public Sector Undertaking or Autonomous or Statutory organization.
- (c) possessing Valid Heavy Vehicle Driving License.

**Note 1.-** The Departmental officers in the feeder category who are in direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

**Note 2.-** Period of deputation (including short term contract) including period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not to exceed three years.

**Note 3.-** The maximum age-limit for appointment by deputation (including short term contract) shall be not exceeding fifty-six years as on the closing date of receipt of applications


3. Officers who volunteer and are sponsored by their Ministry/Department/State Government/UT administration etc. for the post will not be permitted to withdraw their names later.
4. The nominations of eligible officers along with their Application (in duplicate) duly countersigned by the competent authority in the prescribed proforma (**Annexure-I**) along with Annual Confidential Reports/APARs in original or their attested copies duly attested with rubber stamp on each page by an officer not below the rank of Under Secretary for the last five years of the Officer who could be spared immediately in the event of their selection may be sent to the Directorate General Fire Service, Civil Defence & Home Guards (Fire Cell), East Block-7, Level-VII, R.K. Puram, New



Delhi- 110 066 within 60 days from the date of publication of this advertisement. While forwarding the names, an integrity certificate, Cadre Clearance, Major/Minor penalty Certificate and a certificate that no disciplinary action/proceeding vigilance case is either pending /contemplated against the Officer may also be attached.

5. Application received after the last date or application incomplete in any respect or those not accompanied by the document/information mentioned in para 4 above will not be considered. The cadre Authorities may ascertain that the particulars sent by the officer are correct as per the service record.

Yours faithfully

  
28 Sept 21

Moreshwar Kudkilwar  
(Dy. Fire Adviser)  
Telfax: 26712951

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**BIO-DATA/CURRICULUM VITAE PROFORMA  
FOR THE POST OF SENIOR INSTRUCTOR, NFSC, NAGPUR**

Annexure-I

1. Name of the post Applied for :-
2. Name and Address in Block Letters.
3. Date of Birth (in Christian era).
4. Date of retirement under Central/State Government rules.
5. Educational Qualifications.
6. 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
<b>Essential</b>	<b>Essential</b>
(A)	(A)
(B)	(B)
<b>Desirable</b>	<b>Desirable</b>
(A)	(A)
(B)	(B)

7. 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.

8. Details of Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Office/Instt./ Orgn.	Post Held	From	To	Level in the Pay Matrix	Nature of Duties

9. Nature of Present employment i.e. adhoc or temporary or quasi-permanent or permanent.

10. 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 you belong.

11. Additional details about present employment. Please state whether working under,

- (a) Central Government.
- (b) State Government.
- (c) Autonomous Organization.
- (d) Government Undertaking.
- (e) University.

12. Are you in Revised Scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.

13. Total emoluments per month now drawn.

14. Additional information, if any which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.

15. Whether belongs to SC/ST.

16. Remarks.

Date:- \_\_\_\_\_

Signature of the Candidate

Countersigned:- \_\_\_\_\_

Address:- \_\_\_\_\_

(Employer with Seal)

\_\_\_\_\_

Contact No./Mobile No-----

**Certificate to be given by Head of Office of the Applicant**

1. Certified that the particulars furnished by Shri/Smt./Ku \_\_\_\_\_ have been verified from his/her record and found correct.
2. No vigilance case is either pending or contemplated against Shri/Smt./Ku \_\_\_\_\_ His/her integrity is certified.
3. No major /minor penalty was imposed on Shri/Smt./Ku \_\_\_\_\_ for the last 10 years as per the records in the ministry / department .

\_\_\_\_\_  
**Signature of the Head of Office with seal**