

## **1. Draft RRs for the Post of Assistant Scientific Officer (Subjects) in the CSTT, M/o Education, Department of Higher Education**

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
Name of Post	Number of post	Classification	Level in the pay matrix	Whether selection or non-selection post	Age limit for direct recruits
Assistant Scientific Officer (Subjects)	24 (2024) * * Subject to variation dependent on workload	General Central Service, Non-Ministerial, Non-Gazetted, Group -BØ	Level-7 (Rs. 44900-142400) in Pay Matrix	Not applicable	Not exceeding 30 years (Relaxable for Government servant up to five years in accordance with instruction or orders issued by Central Government) Note: The crucial date for determining the age-limit shall be as advertised by the Staff Selection Commission.

7

### **Educational & other qualifications required for direct recruits**

#### **1. For the post of Engineering discipline.**

##### **Qualification:**

##### **A. Essential :**

- i. Bachelor's Degree in Engineering from a recognized University or Institute;**
- ii. Studied Hindi, English and any other scheduled Indian Language as compulsory or optional subjects at tenth level**

##### **B) Desirable:**

- (i)** Two years of field or research or teaching experience in the concerned Engineering discipline in any Central Government or State Government Department or in any autonomous or Statutory Body, University or recognised research Institutions or public sector undertaking.
- ii)** Basic knowledge of Computer/IT skills.

**Note :** The exact discipline ( Engg. Branch) in which the Engineering Degree and language qualifications (10th level) are required will be indicated at the time of each recruitment.

#### **2. For post in any subject other than Engineering :**

##### **Qualification:**

##### **(A) Essential :**

- i) Master's Degree from a recognized University in the subject concerned;**
- ii) Studied Hindi, English and any other scheduled Indian Language as compulsory or optional subjects at tenth level**

##### **B) Desirable:**

- (i)** Two years of field or research or teaching experience in the concerned subject from any Central Government or State Government Department or in any autonomous or Statutory Body, University or recognised research Institutions or public sector undertaking.
- ii)** Basic knowledge of Computer/IT skills.

**Note :** The exact discipline (Subjects) in which the Master's Degree and language qualifications (10th level) are required will be indicated at the time of each recruitment.

**Note 1:** In case of any other scheduled Indian Language is not taught at tenth level then a certificate by a Gazetted Officer / Head of Govt. Educational Institute / State Granth Academy stating knowledge of language in reading, writing and speaking will be required.

**Note 2:** Qualifications are relaxable at the discretion of the Staff Selection Commission or competent authority for reasons to be recorded in writing in case of candidates otherwise well qualified.

**Note 3 :** The qualifications regarding experience is relaxable at the discretion of the Staff Selection Commission or competent authority for reasons to be recorded in writing, in case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, if at any stage of selection, the Staff Selection Commission or competent authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the posts reserved for them.

8	9	10
Whether age & Essential qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	Method of rectt. whether by direct rectt. or by promotion or by deputation / absorption & % of the vacancies to be filled by various methods
Not applicable	Two years for direct recruits	<p><b>By Direct Recruitment (100%)</b></p> <p><b>Deputation (Including Short-term Contract):</b> Officers under the Central or State Governments or Union Territories or Autonomous / Statutory organisation of Central Govt/State Govt.</p> <p>(a) (i) holding analogous posts on regular basis in the parent cadre or department;</p> <p style="text-align: center;"><b>OR</b></p> <p>(ii) with <b>05</b> years service in the grade rendered after appointment thereto on a regular basis in <b>level 6</b> and</p> <p>(b) Possessing the qualifications and experience Prescribed for <b>Assistant Scientific Officer (Subjects)</b> under <b>Direct Recruitment.</b></p> <p>Note 1 : Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled by deputation basis from officers of Central / State Government.</p> <p>Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central / State Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications.</p>

11
In case of rectt. by promotion / deputation / absorption grades from which promotion / deputation / absorption to be made
Not Applicable

12
If a Departmental Promotion Committee exists, what is its composition
<p>Group -B Departmental Confirmation Committee (for confirmation of direct recruits) :</p> <p>1. Chairman, Commission for Scientific and Technical Terminology <span style="float: right;"><b>---Chairman</b></span></p> <p>2. Director (Languages) / Deputy Secretary (Languages) / Deputy Education Advisor (Languages), Department of Higher Education or his/her nominee of appropriate status <span style="float: right;"><b>--Member</b></span></p> <p>3. Principal Scientific Officer/Deputy Director, Commission for Scientific and Technical Terminology -- <b>Member</b></p>

13
Circumstances in which Union Public Service Commission is to be consulted in making recruitment
Consultation with the Union Public Service Commission is not necessary

## 2. Draft RRs for the Post of Assistant Director (Subjects) in the CSTT, M/o Education, Department of Higher Education

1	2	3	4	5	6	7	8	9	10
Name of post	Number of post	Classification	Level in the pay matrix	Whether selection or non-selection post	Age limit for direct recruits	Educational & other qualifications required for direct recruits	Whether age and educational qualifications prescribed for if any direct recruits will apply in case of promotees	Period of probation if any	Method of recruitment: whether by direct In case of recruitment by promotion / deputation / absorption, recruitment or by promotion or by deputation or absorption and percentage of the vacancies to be filled by various methods
Assistant Director (Subjects)	19* (2024) *Subject to variation dependent on workload	General Central Service, Non-Ministerial, Gazetted, Group -Aø	Level-10 (Rs. 56100-177500) in pay matrix	Selection	Not Applicable	Not Applicable	Not Applicable	Two Years	67% by Promotion failing which by deputation including short-term contract. 33% by Deputation including short-term contract.

### 11

In case of recruitment by promotion or deputation or absorption, grades from which promotions or deputation or absorption to be made

#### **Promotion :**

**Assistant Scientific Officer (Subjects)** with **Five** years regular service in the grade, Level 7 in the Pay Matrix (Rs. 44900-142400) and having successfully completed two to four weeks training in relevant areas as prescribed by the department

**Note :** Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would also be considered provided promotion to the next higher grade along with their Juniors who have already completed such qualifying or eligibility service.

#### **Deputation (Including Short-term Contract):**

Officers under the Central or State Governments or Union Territories or Autonomous or Statutory organisation or Public Sector Undertakings or Central/State Government Universities—

(a) (i) holding analogous posts on regular basis in the parent cadre or department;

OR

(ii) with **four** years service in the grade rendered after appointment thereto on a regular basis in **level 8** or **two** years in the **Level-9** in the pay matrix or equivalent in the parent cadre or department; and

(b) ) Possessing the qualifications and experience Prescribed for **Assistant Scientific Officer (Subjects)** under **Direct Recruitment**.

**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 period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the central government shall ordinarily not to exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.

If a Departmental Promotion Committee exists, what is its composition

Group A Departmental Promotion Committee (for consideration Promotion):

- |  |              |
|--|--------------|
| 1. Chairman/Member - Union Public Service Commission   | --- Chairman |
| 2. Additional Secretary/ Joint Secretary (L) / Joint Educational Adviser,<br>M/o Education, Deptt. of Higher Education | --- Member   |
| 3. Chairman, Commission for Scientific and Technical Terminology   | --- Member   |
| 4. Director (L) / Deputy Secretary (L) / Deputy Education Advisor (L),<br>M/o Education, Deptt. of Higher Education    | --- Member   |

Circumstances in which Union Public Service Commission is to be consulted in making recruitment

Consultation with the Union Public Service Commission necessary while appointing an officer on transfer on deputation / contract

### **3. Draft RRs for the Post of Principal Scientific Officer in the CSTT, M/o Education, Department of Higher Education**

1	2	3	4	5	6	7	8	9	10
Name of post	Number of post	Classification	Level in the pay matrix	Whether selection or non selection Post	Age limit for direct recruits	Educational & other qualification required for direct recruits	Whether age & Essential qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment : Whether by direct In case of recruitment by promotion /deputation / absorption, recruitment or by promotion or by deputation or absorption and percentage of the vacancies to be filled by various methods
Principal Scientific Officer	02* (2024) * Subjects to variation dependent on workload.	General Central Service Group A Gazetted	L-12	Non-Selection	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Promotion failing which by transfer on deputation including short term contract.

**11**

**In case of recruitment by promotion or deputation or absorption, grades from which promotions or deputation or absorption to be made.**

**Promotion:-**

- (i) **Deputy Director (Subjects) with 5 years regular service in the grade, Level in the Pay Matrix:L-11**  
or  
(ii) **Assistant Director (Subjects) with 10 years regular service in the respective grade, Level in the Pay Matrix:L-10**

**Note:-** The eligibility list for promotion shall be prepared with reference to the completion by the officer of the prescribed qualifying service in the respective grade/post.

**Transfer On deputation:-**

Officer under the Central/State Govt. /Autonomous Organisation (including Universities and Research Institutions) :)

- (a) (i) holding analogous posts on regular basis; or  
  
(ii) with 05 years regular service in the grade Level-11 **in the Pay Matrix (Rs. 67700)** or equivalent ;  
OR  
(iii) with 10 years regular service in the grade Level-10 **in the Pay Matrix (Rs. 56100)** or equivalent ;  
And

- (b) Possessing the qualifications and experience Prescribed for **Assistant Scientific Officer (Subjects)** under **Direct Recruitment**.

The departmental officers in the feeder category who are in the direct line of promotion and eligible shall not be considered for appointment on deputation.

Similarly, deputationists shall not be considered for appointment by promotion.(Period of deputation including period of deputation in another ex-cadere post held immediately preceding this appointment in the same or some other Central Govt. shall ordinarily not to exceed three years. The maximum age limit for appointment by transfer on deputation( including short term contract) shall be, not exceeding 56 years, as on the closing date of receipt of applications

**12**

**If a Departmental Promotion Committee exists, what is its composition**

**Group 'A' Departmental Promotion Committee (for consideration Promotion):**

- |   |                   |
|---|-------------------|
| 1. Secretary, Ministry of Education (Department of Higher Education)  | - <b>Chairman</b> |
| 2. Joint Secretary/Joint Educational Adviser in charge language Bureau,<br>Ministry of Education (Department of Higher Education) | - <b>Member</b>   |
| 3. Chairman, Commission for Scientific and Technical Terminology  | - <b>Member</b>   |

**Group 'A' Departmental Promotion Committee (for consideration Confirmation):**

- |  |                   |
|--|-------------------|
| 1. Secretary, Ministry of Education<br>(Department of Higher Education)  | - <b>Chairman</b> |
| 2. Joint Educational Adviser/ Joint Secretary in charge language Bureau,<br>Ministry of Education (Department of Higher Education) | - <b>Member</b>   |
| 3. Chairman, Commission for Scientific and Technical Terminology   | - <b>Member</b>   |

**13**

**Circumstances in which Union Public Service Commission to be consulted in making recruitment**

As required under the rules.

#### **4. Draft RRs for the Post of Secretary in the CSTT, M/o Education, Department of Higher Education**

1	2	3	4	5	6	7	8	9	10
Name of post	Number of post	Classification	Level in the pay matrix	Whether selection or non selection Post	Age limit for direct recruits	Educational & other qualification required for direct recruits	Whether age & Essential qualifications prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment : Whether by direct In case of recruitment by promotion /deputation / absorption, recruitment or by promotion or by deputation or absorption and percentage of the vacancies to be filled by various methods
Secretary	01* (2024) * Subjects to variation dependent on workload.	General Central Service Group A Gazetted	L-12	Non-selection	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Promotion failing which by transfer on deputation including short term contract.

**11**

In case of recruitment by promotion or deputation or absorption, grades from which promotions or deputation or absorption to be made.

**Promotion:-**

- (i) Deputy Director (Subjects) with 5 years regular service in the grade, Level in the Pay Matrix:L-11  
or  
(ii) Assistant Director (Subjects) with 10 years regular service in the respective grade, Level in the Pay Matrix:L-10

**Note:-** The eligibility list for promotion shall be prepared with reference to the completion by the officer of the prescribed qualifying service in the respective grade/post

**Transfer On deputation:-**

Officer under the Central/State Govt. /Autonomous Organisation (including Universities and Research Institutions) :

(a) (i) holding analogous posts on regular basis; or

(ii) with 05 years regular service in the grade Level-11 in the Pay Matrix (Rs. 67700) or equivalent ;

OR

(iii) with 10 years regular service in the grade Level-10 in the Pay Matrix (Rs. 56100) or equivalent ;

**And**

(b) Possessing the qualifications and experience Prescribed for Assistant Scientific Officer (Subjects) under Direct Recruitment.

The departmental officers in the feeder category who are in the direct line of promotion and eligible shall not be considered for appointment on deputation. Similarly, deputationists shall not be considered for appointment by promotion. (Period of deputation including period of deputation in another ex-cadere post held immediately preceding this appointment in the same or some other Central Govt. shall ordinarily not to exceed three years. The maximum age limit for appointment by transfer on deputation( including short term contract) shall be, not exceeding 56 years, as on the closing date of receipt of applications)

**12**

If a Departmental Promotion Committee exists, what is its composition

**Group 'A' Departmental Promotion Committee (for consideration Promotion):**

1. Secretary/ Additional Secretary,  
Ministry of Education (Department of Higher Education) - **Chairman**
2. Joint Secretary/Joint Educational Adviser / Director (Languages),  
Ministry of Education (Department of Higher Education) - **Member**
3. Chairman, Commission for Scientific and Technical Terminology - **Member**

**13**

Circumstances in which Union Public Service Commission to be consulted in making recruitment

Not Applicable