

By Speed Post

सरदार वल्लभभाई पटेल राष्ट्रीय पुलिस अकादमी  
SARDAR VALLABHBHAI PATEL NATIONAL POLICE ACADEMY विश्वभारती  
(भारत सरकार : गृह मंत्रालय) (Government of India : Ministry of Home Affairs) दिनांक.....  
हैदराबाद - 500 052 : Hyderabad - 500 052

डॉकेट एवं प्रेषण  
साधारण विभाग  
DOCKET & DESPATCH  
GENERAL SECTION

VISVA-BHARATI

No. 1/1679 Date 18/07/17

Dated 15 June, 2017.

No.15011/21/2013-Estt

Office of the Registrar

Visva-Bharati

Docket No. R-129 Date 17/7/17 गणित्र सदन / Computer Centre

To

विश्वभारती / Visva-Bharati

सारांश सं./Docket No. 331

तिथि/Date 21/7/17

- 1) All Ministries / Departments of Government of India.
- 2) The Chief Secretaries to Governments of all States / UTs for wide publicity and also for hosting on the website of the State Govt. / UTs.
- 3) The Directors General / Inspectors General of Police of all States / UTs for wide publicity and also for hosting on the website of the concerned departments.
- 4) The Director General / Director : BPR&D, BSF, CISF, CRPF, ITBP, IB, NCB, NSG, RPF, CBI, DCPW, NCRB, Cab. Secretary, New Delhi / Assam Rifles, Shillong, Meghalaya and Principal Director, Director General of Security, New Delhi for wide publicity and also for hosting on the website of the concerned departments.
- 5) The Director General, National Informatics Centre, Department of Information Technology, Ministry of Communications and Information Technology, 'A'-Block, CGO Complex, New Delhi - 110 003.
- 6) The Commissioner of Police, Chennai, Delhi, Kolkata & Mumbai for wide publicity and for hosting on the website of the concerned department.
- 7) All public sector undertakings / All recognized research institutions / All Universities / All Semi-Government / Statutory / Autonomous organisations.
- 8) All Indian Institutes of Information Technology.
- 9) Jawaharlal Nehru Technological University, Hyderabad / Anantapur / Kakinada.

**Sub: Inviting nominations for the post of Assistant Director(Computer) in the SVP National Police Academy, Hyderabad - by deputation (including short term contract) for one year - Reg.**

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Sir,

Nominations are invited for one post of Assistant Director(Computer) in level-11 in pay matrix, Group 'A' Gazetted, Non-Ministerial, in this Academy, by deputation (including short-term contract) for one year.

2. The eligibility criteria (educational qualifications, experience, etc.) are furnished in the enclosed Annexure - I. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

3. It is requested that the above post may kindly be circulated among all Departments / Institutions / Offices under your charge and also hosting the same on the website. The nominations of eligible officers along with, (a) their bio-data in the prescribed proforma (Annexure - II) duly attested (b) Original or attested copies of Annual Confidential Reports (should be attested on each page with rubber stamp of the competent authority not below the rank of Under Secretary of Govt. of India or equivalent) for the last five years (from 2011-12 to 2015-16), (c) details of major and

1/c Computer Centre  
15/7/17

Contd....P...2

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minor penalties for the last 10 years and (d) Certificate(s) of Integrity, Vigilance and Cadre Clearance, may please be forwarded to this Academy **through proper channel** at the earliest and in any case not later than six weeks [forty two (42) days] from the date of publication of this notice in the Employment News.

Yours faithfully,



( S. Praveen Kumar )  
Deputy Director (Estt)  
Ph. 040-24234410

Encl: As above.

**Note:** The above vacancy circular may please be displayed at a common place / notice board and sent to email-IDs of the officers so that all the eligible officers who can apply for the above post.

Copy for favour of information and record to:

1. The Secretary to the Government of India, Ministry of Home Affairs, North Block, New Delhi-110 001.
2. The Secretary, Union Public Service Commission (UPSC), Dholpur House, Shahjahan Road, New Delhi – 110 069.

Copy to Web Administrator, SVP NPA for uploading this vacancy circular on the website of the Academy.

**Details of the post of Assistant Director(Computer) in the  
SVP National Police Academy, Hyderabad – 500 052.**

1. Name of the post : Assistant Director(Computer)
2. Classification of the post : General Central Service  
Group 'A' Gazetted, Non-Ministerial.
3. Scale of Pay : Level-11 in pay matrix.
4. DA, HRA & CCA : As admissible under the Central Govt orders  
from time to time.
5. Deputation Allowance : Within the same station - 5% of (Basic Pay +  
DP) subject to maximum of Rs.2000/-p.m.  
In other cases – 10% of (Basic Pay + DP)  
subject to maximum of Rs.4000/- p.m.
6. Method of Recruitment : By deputation (including short-term contract) for  
one year.
7. Eligibility Criteria : Officers under the Central/State Govt. /  
Universities / Recognized Research Institutions  
/ Public Undertakings / Statutory or  
autonomous organisations:-

(a)(i) holding analogous posts on a regular  
basis; (or)  
(ii) with 5 years regular service in level-10 in  
the pay matrix or equivalent; and

(b) Possessing the following qualifications and  
experience:

**Essential:**

- (i) Master's Degree in Computers from a  
recognized University / Institution;
- (ii) 5 years experience in IT infrastructure  
Management, Linux & Windows Server  
Administration, Networking, Database  
Administration, Unified Threat  
Management (UTM) and IT/Data  
Security (Servers & Software).
- (iii) Certifications in CISA (Certified  
Information System Auditor) or CISM  
(Certified Information Security  
Management) or CISSP (Certified  
Information System Security  
Professionals) or ISC2 Certified  
Authorization Professional (CAP) or  
CompTIA Advanced Security  
Practitioner (CASP).

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**Desirable:**


- (i) Adequate knowledge and experience in Police Computerisation and Cyber Crime.
- (ii) Knowledge of IT application in Police.
- (iii) Knowledge of Cyber Crime Investigation.

**Note 1:** The 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 organisation or department of the Central Government shall ordinarily not to exceed three years'.

**Note 2:** The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding 56 years on the closing date of receipt of applications.

**8. Nature of duties**

- (1) To design, organise and conduct all IT and Cybercrime related Training Programmes for the Basic Course, In-Service Courses and Courses organised by NDCRTC.
- (2) Technology survey and identification of the right kind of equipments related to equipments required by IT Section & Photo Section.
- (3) Finalize the technical specification of LAN Cabling, Network Switches, WiFi Access Points and other IT applications required for the Academy.
- (4) Checking all items of stores related to Network Devices, Computers, MFPs, Printers, UPS, Photocopying Machine, Scanners, WiFi Devices, Storage, Optical Fibres and other miscellaneous items related to Computer Section. Also check the stores of Photo Section.
- (5) To perform the role of member of purchase of all equipments for Computer and Photo Section assigned by the Competent Authority.
- (6) Duty detailment of all permanent staff, contractual staff and all Daily Wagers of Computer and Photo Section.
- (7) Close supervision of day-to-day maintenance of NPA IT infrastructure including System, Servers, Data Centre, DR Centre, WiFi Access Points, Online / Offline UPS, etc.
- (8) He/She will also supervise day-to-day work of Photo/Arts Section.
- (9) Any other works assigned by the Competent Authority.

  
( KSS Balasubrahmanyam )  
Administrative Officer (Estt)  
Ph. 040-24234437

**CURRICULUM VITAE PROFORMA** [for the post of Assistant Director(Computer) : by deputation for one year]

1. Name of the Candidate :  
(in Block Letters)
2. Date of Birth :  
(in Christian era)
3. Date of retirement under :  
Central/State Government Rules.
4. Educational Qualifications :
5. 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)

	Qualification/ Experience Required	Qualifications/ Experience possessed by the officer
Essential	(1) (2) (3)	
Desirable	(1) (2)	

6. Please State clearly whether in the light :  
of entries made by you above, you meet  
the requirement of the post.
7. Details of Employment, in chronological order. Enclose a separate sheet duly  
authenticated by your signature, if the space below is insufficient.

Office / Institution	Post held	From	to	Scale of pay + Grade pay and basic pay (Revised : Level in the Pay matrix)	Nature of duties (in detail)

8. Nature of present employment i.e. :  
*Ad-hoc* or Temporary or Quasi-  
Permanent or Permanent.

: 2 :

9. 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. :
10. 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) Government Undertaking
  - d) Universities
  - e) Others
11. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade. :
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. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient). :
15. Please state whether you are applying for deputation including short term contract / promotion. (Candidates of non-Government Organisations are eligible only for short term Contract) :
16. Whether belongs to SC / ST :
17. Remarks :
- (The candidates may indicate information with regard to (i) Research publications and reports and special projects (ii) Awards/Scholarship/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)

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 documents submitted by me will also be assessed by the Selection Committee at the time of selection for 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.

Station :

Date :

Signature of the Candidate

Address \_\_\_\_\_

Contact Mobile No. \_\_\_\_\_

e-mail ID: \_\_\_\_\_

**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  
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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 him / 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)

**Countersigned**

\_\_\_\_\_  
(Employer / Cadre Controlling Authority with seal)

Note : Annual Confidential Reports in original or their attested copies by the competent authority not below the rank of Under Secretary of Govt. of India or equivalent with rubber stamp on each page for the preceding five years (i.e. from 2011-12 to 2015-16) along with Integrity, Vigilance Certificate and details of Major/Minor penalty for the last 10 years should be enclosed.