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Email:rc.hrm@epfindia.gov.in

Telephone no.26174414

कर्मचारी भविष्य निधि संगठन
EMPLOYEES' PROVIDENT FUND ORGANISATION
श्रम एवं रोजगार मंत्रालय, भारत सरकार
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA
मुख्य कार्यालय/Head Office
भविष्य निधि भवन, 14, भीकाएजी कामा प्लेस, नई दिल्ली-110066
Bhavishya Nidhi Bhawan, 14, Bhikaiji Cama Place, New Delhi-110066
Website: www.epfindia.gov.in, www.epfindia.nic.in

No. HQ/HRM-VII/1(13)Audit/2018/Vol.I/1509 Dated: 25 OCT 2023

OFFICE MEMORANDUM

Subject:- Filling up of the posts on deputation basis in EPFO.

Applications are invited from the eligible candidates to fill up the following post in various offices of the Employees' Provident Fund Organisation on deputation basis.

Sl. No.	Name of the post	Scale of pay	No. of Posts	Location of the Head Quarters of these posts
1.	Assistant Audit Officer	Level-7 of the Pay matrix (PB-2 Rs. 9300-34800, G.P. Rs. 4600/- (Pre-revised)	19	Bangalore Chandigarh Chennai Delhi Goa Hyderabad Indore Jaipur Jalpaiguri Kanpur Kolkata Mumbai Ranchi Thrivananpuram
2.	Auditor	Level-6 of the Pay matrix (PB-2 Rs. 9300-34800, G.P. Rs. 4200/- (Pre-revised)	37	Ahmedabad Bangalore Chandigarh Chennai Delhi Goa Hyderabad Indore Jaipur Jalpaiguri

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				Kanpur
				Kolkata
				Mumbai
				Ranchi
				Thrivananpuram
Total			56	

Note: *The number of vacancies and the place of posting are subject to change in exigencies.

(I) Eligibility conditions for the post of Assistant Audit Officer

A Officers of the Employees' Provident Fund Organisation/Central Government/State Government:

(i) Holding analogous posts on regular basis; or

(ii) With 05 years of regular service in posts in the Level-6 of the pay matrix [PB-2Rs. 9300-34800 with G.P. Rs. 4200/- (pre-revised)] [(Rs. 5500-9000(5th CPC)] or Equivalent

(iii) With 07 years of regular service in the Level-6 of the pay matrix [PB-2 Rs. 9300-34800 with G.P. Rs. 4200/- (pre-revised)] [(Rs. 5000-8000(5th CPC)] and

(B) Possessing the experience in Accounts/Audit of Public Funds.

Note:-Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation/Department of the Central Government shall ordinarily not exceed 4 years.

(II)Eligibility conditions for the post of Auditor

(A) Officers of the Employees' Provident Fund Organisation/Central Government/State Government:

(i) Holding analogous posts on regular basis; or

(ii) With 05 years of regular service in the Level-5 of the pay matrix [PB-1 Rs. 5200-20200 with G.P. Rs. 2800/- (pre-revised)] [(Rs. 4500-7000(5th CPC)] or Equivalent and

(B) Possessing the experience in Accounts/Audit of Public Funds.
(Working Knowledge in Computer preferred)

Note:-Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation/Department of the Central Government shall ordinarily not exceed 4 years.

3. **General condition and terms of deputation in the Employees' Provident fund Organisation.**

(I) The Deputation will be governed as per the instructions issued by the Department of Personnel & Training from time to time as per the provisions of the Recruitment Rules of the respective cadre and the tenure of deputation will be initially a period of three (03) years and expendable upto 5 years. The matter of pay and allowances will be governed strictly by the orders of the Central Government for such comparable posts. Preference will be given

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to the officers whose pay and allowances are governed by the Central Government rules including GPF Rules. The candidates should be holding the analogues post on substantive basis. The appointment in Employees' Provident fund Organisation will be further subject to acceptance of the terms and conditions of appointment issued by the Employees' Provident fund Organisation, if found necessary. The maximum age limit of the applicant should not be exceeding 56 years as on the closing date of receipt of applications.

(II) In case the selected official seeks repatriation before completion of two years on deputation, no transfer TA/DA will be paid on repatriation. Further, if my official seeks repatriation within one year or less, Transfer TA/DA already paid, if any is also liable to recovered.

(III) Willing and eligible officers may forward their applications neatly typed in the Performa in Annexure-I and the advance copy of the application should reach the designated officers in HRM Division within 30 days from the date of advertisement. A note shall also be added stating clearly how the candidates finds himself/herself suitable for the post. Preference may be given to the candidates possessing experience in preparation of estimates, planning and designing of civil/electrical engineering works.

(IV) The cadre controlling authority shall forward the application complete samples in the respect with requisite documents namely APARs, latest Vigilance clearance. Integrity Certificates, list of major/minor penalty imposed if any, during the last 10 years within 45 days from the date of publication of the advertisement.

(V) The duties and responsibilities of various Engineering posts is the Organisation requires Supervision of physical assets in the form of land & office building and their maintenance including monitoring of running projects will be essential duties on need basis. The duties also requires touring to the sites to monitor out-station projects.

(VI) The officer/officials shall be posted in the Zonal Offices/Regional Offices/Special States Office under the overall jurisdiction of Zonal Add Central P.F. Commissioner as per administrative exigency requirement.

(VII) The application though proper channel should reach the EPFO, Head Office within 45 days, from the date of publication of the advertisement by the name to **Shri Shahid Iqbal, Regional Provident Fund Commissioner-I (HRM-III), BhavishyaNidhiBhawan, 14, BhikajiCama Place, New Delhi-110066.**

(VIII) Applications which are not received through proper channel and received after stipulated period will not be considered and rejected. The application should be accompanied with copies of APARs duly attested for the preceding five years and latest Vigilance clearance, Integrity Certificate and list of major/minor penalty imposed, if any, during the last 10 years and Certificate to be issued by the cadre controlling authority in format given in **Annexure -II**. It is to be noted that mere possession of the qualification does not entitled a candidate for appointment to the aforesaid posts on deputation terms. The Employees' Provident Fund Organisation reserves the right to reject any application without specifying any reason.

(Shahid Iqbal)
Regional P.F. Commissioner-I(HRM-III)

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To:

1. All Chief Secretaries of all State Government/Union Territories.
2. The Secretary, Ministry of Information & Broadcasting, Govt. of India, ShashtriBhawan, New Delhi.
3. The Secretary, Department of Personnel & Training, Govt. of India, New Delhi.
4. The Secretary, Ministry of Communication, Patel Chowk, Sanchar Bhawan, New Delhi-110001.
5. The Secretary, Ministry of Road Transport & Highways, Transport Bhawan, Parliament Street, New Delhi.
6. The Secretary, Ministry of Housing & Urban Affairs, NirmanBhawan, Maulana Azad Road, New Delhi.
7. The Secretary, Central Board of Exercise & Customs, Department of Revenue, Ministry of Finance, Room No.131, North Block, New Delhi.
8. The Secretary, Central Board of Direct Taxes, Department of Revenue, Ministry of Finance, Room No.154-A, North Block, New Delhi.
9. Directorate General, CPWD, A-Wing, NirmanBhawan, Maulana Azad Road, New Delhi.
10. Directorate General (Planning), CPWD, A-Wing, NirmanBhawan, Maulana Azad Road, New Delhi.
11. The Director General, National Informatics Centre, CGO Complex, A-Block, Lodhi Road, New Delhi.
12. The Chairman, Telecom Commission-Cum Secretary, Sanchar Bhawan, New Delhi.
13. The Director General, Defence Research & Development, South Block, New Delhi.
14. The Secretary, Department of Electronics, Electronic Niketan, 6 CGO Complex, New Delhi.
15. The Director, Ministry of Statistics & PI, Sardar Patel Bhawan, Parliament Street, New Delhi.
16. Director General, Central Statistical Organisation, Sardar Patel Bhawan, Sansad Marg, New Delhi.
17. The Registrar General, Census, Man Singh Road, New Delhi.
18. The Chairman, Railway Board, Rail Bhawan, New Delhi.
19. The Secretary, Department of Science & Technology, Technology Bhawan, New Delhi Mehrauli Road, New Delhi.
20. The Director General, Defence Scientific Information & Documentation Centre, Metcalf House, Timarpur, New Delhi.
21. The Secretary, Ministry of Labour & Employment, Shram Shakti Bhawan, New Delhi.

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22. Director General, ESIC, Ministry of Labour & Employment, PanchdweepBhawan, Comrade Inderjeet Gupta Road, New Delhi-110002.

Copy to: (Through EPFO Website)

1. All Addl. CPFCs(HQ)/ACC in the Zones/Director (PDNASS).
2. All Regional P.F. Commissioners/Zonal Training Institutes.
3. Chief Engineer, Head Office
4. RPFC (ASD) in Head Quarters for necessary action.
5. Chief Vigilance Officer, Head Office for information.
6. RPFC (NDC), Dwarka, New Delhi for uploading the O.M. in the Official website.

Shahid Iqbal
Regional P.F Commissioner-I (HRM-III)

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Annexure-I

PROFORMA FOR APPLICATION

Sl. No.	Details required:	Details furnished
01.	Post Applied for: Separate Application required if applied for more than one post:	
02.	Name, Designation and Complete Postal Address of the Office in which working along with the Telephone No. and Email I.D.	
03.	Status of the Department: i.e. Whether it is Central Government /State Government and Name of the Ministry/Department:	
04.	Date of Birth (in Christian Era)	
05.	Educational Qualifications:	
06.	Mobile and e-mail ID of the applicant	

07. Details of employment in chronological order (Enclose a Separate Sheet, if required)

Sl. No.	Office/Institute/ Department/ Organisation	Posts Held (Regular)	From	To	Pay Band and Grade Pay	Period of Experience* and nature of duties

08.	Nature of present Regular employment:	
09.	Nature & extent of other assignments (i.e. Short term, Deputation etc.):	
10.	Total emoluments per month now drawn:	
11.	Additional information, if any, in support of suitability: for the post. Enclose a separate sheet, if the space is insufficient.	
12.	Whether belong to SC/ST/OBC:	
13.	Particulars of documents enclosed: (indicate in a separate list)	
14.	Also state whether application submitted through proper channel	
15.	Also state whether certificate of Cadre Controlling Authority enclosed.	

Place:
Date:

Signature of the Candidate
Telephone/Mobile No.:

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Annexure-II

Certificate (To be given by the Cadre Controlling Authority)

1. Certified that the particulars of the officer as furnished above have been verified and found to be correct.
2. The officer is holding the post / analogous post on regular basis.
3. Certified that no disciplinary proceedings are pending/contemplated against the officer. The Integrity of the Officer is also certified.
4. A list of major/minor penalties imposed, if any are enclosed. Copies of APARs for the years _____ are enclosed.

Encl:-

Signature of the Cadre Controlling Authority/
Head of the Department with Seal

Office Telephone No.
E-Mail Id:

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Email: rc.hrm@epfindia.gov.in

Telephone no: 011-26174414

कर्मचारी भविष्य निधि संगठन
EMPLOYEES' PROVIDENT FUND ORGANISATION
श्रम एवं रोजगार मंत्रालय, भारत सरकार
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA
मुख्य कार्यालय/Head Office
भविष्य निधि भवन, 14, भीकाएजी कामा प्लेस, नई दिल्ली-110066
Bhavishya Nidhi Bhawan, 14, Bhikaiji Cama Place, New Delhi-110066
Website: www.epfindia.gov.in, www.epfindia.nic.in

No. A-12011/8/2022-HRM-VII/1492

Dated: 25 OCT 2023

OFFICE MEMORANDUM

Subject : Filling up the posts on deputation basis in EPFO.

Applications are invited from the eligible candidates to fill up the following posts in various offices of the Employees' Provident Fund Organization on deputation basis:

A. **Posts available in EPFO.**

S.No.	Name of the Post	Scale of Pay	No. of vacant posts	Place of Posting
1.	Welfare Officer	Level-7 of the Pay matrix [Pay Band-2 Rs.9300-34800 Grade Pay Rs.4600/-(pre-revised)]	01	Head Office, New Delhi
2.	Junior Analyst	Level-7 of the Pay matrix [Pay Band-2 Rs.9300-34800 Grade Pay Rs.4600/-(pre-revised)]	02	Delhi

NOTE: EPFO holds the right to increase or decrease the vacancy as per requirement.

B. Eligibility Conditions for the post:

1. **Welfare Officer**

i. Officers of EPFO, Central/State Government.

ii. holding analogous posts on regular basis; or

iii. with 03 years regular service in the Level-6 of the pay matrix (PB-2 Rs.9300-34800 with GP Rs. 4200/-(pre revised) {Rs. 5500-175-9000 (5th CPC)-Rs. 1640-2900(4th CPC} or equivalent failing which with 08 year regular service in posts in the scale of Rs. Level-6 of the pay matrix (PB-2 Rs.9300-34800 with GP Rs. 4200/-(pre revised) {Rs. 5000-150-8000 (5th CPC)-Rs. 1400-2600(4th CPC}

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Possessing the following qualifications and experience:-

i. Post Graduate Degree/diploma in Social Service/Social Welfare/Social Work/Sociology/Psychology of a recognised University/Institution or equivalent,

ii. Three years experience in a responsible capacity in Social Work in a social welfare Department under the Central/State Government or in a recognised Voluntary Social Welfare organisation.

For Armed Forces Personnel Transfer on deputation/Re-employment (For Ex-servicemen) :-

The Armed Forces Personnel who are due to retire or to be transferred to reserved within a period of one year and have the qualification and experience prescribed for deputationists under this column shall also be considered if selected, such officers will be given deputation terms upto the date on which they are due for release from Armed Forces; thereafter they may be continued on re-employment terms. In case such eligible officers have retired or have been transferred to reserve before the actual selection to the post is made their the date of Superannuation with reference to civil posts.

(Period of deputation including period of deputation in another ex-cadre post help immediately preceding this appointment in the same or some other organization /department of the Central Govt. shall ordinarily not exceed three years)

II. Junior Analyst

i. Officers of the EPFO failing which under the Central Govt./State Govt/Universities/Recognized Research Institution /Public Undertaking /Statutory, Semi-Govt. or autonomous organization.

ii. A degree of a recognized university or equivalent and

iii. Holding analogous posts in Level-7 of the pay matrix (PB-2 Rs.9300-34800 with GP Rs. 4600/-(pre revised) {Rs. 6500-200-10500 (5th CPC) or

iv. Rendered atleast 05 years of service in the post in level-6 in the scale of Rs. Level-6 of the pay matrix (PB-2 Rs.9300-34800 with GP Rs. 4200/-(pre revised) {Rs. 5500-175-9000 (5th CPC)

v. Rendered atleast 08 years of service in the post in level-6 in the scale of Rs. Level-6 of the pay matrix (PB-2 Rs.9300-34800 with GP Rs. 4200/-(pre revised) {Rs. 5000-150-8000 (5th CPC).

vi. Completed successfully or be' eligible to undergo the advance management service course of the Institute of Work Study or a Comparable Training in any other recognized Institution.

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Explanation :

If an officer who has not already undergone the said course, if selected, then he shall be required to undergo the said course at the earliest and his continued retention in the post shall be subject to the condition that he completes the said course successfully within one year from the date of his appointment.

(period of deputation/contract including the period of deputation I contract in another ex-cadre post held immediately preceding this appointment in the same or some other Organization/ Department of the Central Govt. shall ordinarily not exceed 5 years. (Amended vide Note No. P-1(9)86/Published on 06.05.89.)

General Conditions and terms of deputation in the Employees' Provident Fund Organisation.

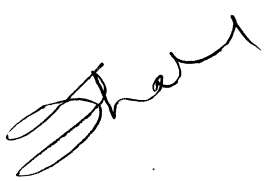
1. The Deputation will be governed as per the instructions issued by the Department of Personnel & Training from time to time and also as per the provisions of the Recruitment Rules of the respective cadre and the tenure of deputation will be initially for a period of three (03) years. The matter of pay and allowances will be governed strictly by the orders of the Central Government for such comparable posts. Preference will be given to the officers whose Pay and allowances are governed by the Central government rules including GPF Rules. The candidates should be holding the analogous post on substantive basis. The appointment in Employees Provident Fund Organization will be further subject to acceptance of the terms and conditions of appointment issued by the Employees Provident Fund Organization, if found necessary. The maximum age limit of the applicant should not be exceeding 56 years as on the closing date of receipt of applications.

2. In case the selected official seeks repatriation before completion of two years on deputation, no Transfer TA/DA will be paid on repatriation. Further, if any official seeks repatriation within one year or less, Transfer TA/DA already paid, if any is also liable to be recovered.

3. Willing and eligible officers may forward their applications neatly typed in the proforma given in Annexure-I and the advance copy of the application should reach the designated officer in HRM Division within 30 days from the date of advertisement. A note shall also be added stating clearly how the candidate finds himself/herself suitable for the post.

4. The cadre controlling authority shall forward the application complete in all respect with requisite documents namely APARs, Vigilance Clearance, Integrity Certificate, list of penalty imposed, if any, during the last 10 years within 45 days from the date of publication of the advertisement.

5. The application through proper channel should reach the EPFO, Head Office within 45 days from the date of publication of the advertisement by name to **Shri Shahid Iqbal, Regional Provident Fund Commissioner-I (HRM), Bhavishya Nidhi Bhawan, 14 Bhikaji Cama Place, New Delhi-110066.**



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6. Applications which are not received through proper channel and received after stipulated period will not be considered and rejected. The application should be accompanied with copies of APAR duly attested for the preceding five years and latest Vigilance Clearance, Integrity

Certificate and list of major/minor penalty, imposed, if any during the last 10 years and Certificate to be issued by the cadre controlling authority in format given in Annexure-II. It is to be noted that mere possession of the qualification does not entitle a candidate for appointment for the aforesaid posts. The Employees' Provident Fund Organization reserves the right to reject any application without specifying any reason.

7. The Offices of EPFO are situated all over India. Hence, the officer may be posted anywhere in India as per requirement of the offices.

(Shahid Iqbal)
Regional PF Commissioner-I (HRM)

To:

1. All Chief Secretaries of all State Government / Union Territories.
2. The Secretary, Ministry of Information & Broadcasting, Govt. of India, New Delhi.
3. The Secretary, Department of Personnel & Training, Govt. of India, New Delhi.
4. The Secretary, Ministry of Communication, Patel Chowk, Sanchar Bhawan, New Delhi-110001.
5. The Secretary, Central Board of Excise & Customs, Department of Revenue, Ministry of Finance, Room No. 131, North Block, New Delhi.
6. The Secretary, Central Board of Direct Taxes, Department of Revenue, Ministry of Finance, Room No. 154-A, North Block, New Delhi.
7. The Director General, National Informatics Centre, CGO Complex, A Block, Lodhi Road, New Delhi.
8. The Chairman, Telecom Commission-cum-Secretary, Sanchar Bhawan, New Delhi.
9. The Director General, Defence research & Development, South Block, New Delhi.
10. The Secretary, Department of Electronics, Electronic Niketan, 6, CGO Complex, New Delhi.
11. The Director, Ministry of Statistics & PI, Sardar Patel Bhawan, Parliament Street, New Delhi.
12. The Director General, Central Statistical Organisation, Sardar Patel Bhawan, Sansad Marg, New Delhi.
13. The Registrar General, Census, man Singh Road, New Delhi.
14. The Chairman, Railway Board, rail Bhawan, New Delhi.
15. The Secretary, Department of Science & Technology, Technology Bhawan, Mehrauli Road, New Delhi.
16. The Director General, Defence Scientific Information & Documentation Centre, Metcalf House, Timarpur, New Delhi.
17. The Secretary, Planning Commission, Yojana Bhawan, Parliament Street, New Delhi.
18. The Secretary, Ministry of Labour & Employment, Shram Shakti Bhawan, New Delhi.
19. The Director General, ESIC, Ministry of Labour & Employment, Panchdweep Bhawan, Comrade Inderjeet Gupta Road, New Delhi-110002.

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20. The Editor (Advertisement), Employment News, VII-Floor, Soochna Bhawan, C.G.O Complex Lodhi Road, New Delhi-110003.

Copy to:

1. All Zonal Offices/Regional Offices/District Offices/PDNASS/ZTIs/ZAPs.

2. The Chief Vigilance Officer, Head Office for information.
3. All Zonal ACC(HQ)/ACC/Director(PDNASS) for wide circulation among the staff of respective offices.
4. All Regional P.F. Commissioner/All Zonal Vigilance Directorates (NZ/EZ/SZ/WZ) for wide circulation among the staff of respective offices.
5. RPFC (ASD) in Headquarters for wide circulation among the staff of respective offices.
6. RPFC(NDC), Dwarka, New Delhi for uploading the same in the website.

(Shahid Iqbal)
Regional PF Commissioner-I (HRM)

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ANNEXURE-I

PROFORMA FOR APPLICATION

Sl.No.	Details required:	Details furnished
1.	Post Applied for : Separate Application required if applied for more than one post:	
2.	Name, Designation and Complete Postal Address of the Office in which one is working along with the Telephone No. and Email I.D. of the office	
3.	Status of the Department : i.e. Whether it is Central Government /State Government/Universities/Recognized Research Institution /Public Undertaking /Statutory, Semi-Govt. or autonomous organization and Name of the Ministry/Department	
4.	Date of Birth (in Christian Era)	
5.	Educational Qualifications	
6.	Mobile Number of the applicant and Email Id of the applicant and controlling authority.	

07. Details of employment in chronological order (Enclose a Separate Sheet, if required)

Sl. No.	Office/Institute/ Department/ Organisation	Posts Held (Regular)	From	To	Pay Band and Grade Pay	Period of Experience* and nature of duties

08.	Nature of present Regular employment	
09.	Nature & extent of other assignments (i.e. Short term, Deputation or any other special assignment given etc.)	
10.	Total emoluments per month now drawn	
11.	Additional information, if any, in support of suitability: for the post. Enclose a separate sheet, if the space is insufficient.	
12.	Whether belong to SC/ST/OBC	
13.	Indicate three choices of stations (in order of preference)	
14.	Particulars of documents enclosed: (indicate in a separate list)	
15.	Also state whether application is submitted through proper channel	

Place:
Date:

Signature of the Candidate
Telephone No.:

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ANNEXURE-II

Certificate (To be given by the Cadre Controlling Authority)

1. Certified that the particulars of the officer as furnished above have been verified and found to be correct.
2. The officer is holding the post / analogous post on regular basis.
3. Certified that no disciplinary proceedings are pending/contemplated against the officer. The Integrity of the Officer is also certified. Copies of APARs for _____ years are enclosed.
4. No major/minor penalty has been imposed during the last 10 years.

Encl :-

Signature of the Cadre Controlling Authority/
Head of the Department with Seal.
Office Telephone No.
Fax No.
E-Mail Id:

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कर्मचारी भविष्य निधि संगठन
EMPLOYEES' PROVIDENT FUND ORGANISATION
श्रम एवं रोजगार मंत्रालय, भारत सरकार
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA
मुख्य कार्यालय/Head Office
भविष्य निधि भवन, 14, भीकाएजी कामा प्लेस, नई दिल्ली-110066
Bhavishya Nidhi Bhawan, 14, Bhikaiji Cama Place, New Delhi-110066
Website: www.epfindia.gov.in, www.epfindia.nic.in

No. HRM-II/D-1(10)/2023/Engineering Wing/1401 Dated: 19 OCT 2023

OFFICE MEMORANDUM

Subject:- Filling up of the posts on deputation basis in EPFO.

Applications are invited from the eligible candidates to fill up the following post in various offices of the Employees' Provident Fund Organisation on deputation basis.

Sl. No.	Name of the post	Scale of pay	No. of Posts	Location
1.	Executive Engineer (Civil)	Level-11 of the Pay matrix (Pay Band-3 Rs. 15600-39100 with Grade Pay Rs. 6600/- (Pre-revised)	01	Head Office (Delhi)
2.	Assistant Executive Engineer (Civil)	Level-10 of the Pay matrix (Pay Band-3 Rs. 15600-39100 with Grade Pay Rs. 5400/- (Pre-revised)	16	a. Head Office (Delhi) b. PDNASS, Delhi c. Zonal Office (as under) 1. Bengaluru (Bengaluru) 2. Delhi & Uttarakhand, Delhi 3. Maharashtra (Excluding Mumbai)(Pune) 4. Mumbai-1 (Bandra) 5. Gujarat (Ahmedabad) 6. Mumbai-2 (Thane) 7. Telangana (Hyderabad) 8. Haryana (Faridabad) 9. Uttar Pradesh (Kanpur) 10.TamilNadu (Excluding Chennai) (Coimbatore) 11.Madhya Pradesh & Chattisgarh (Bhopal)

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3.	Assistant Executive Engineer (Electrical)	Level-10 of the Pay matrix (Pay Band-3 Rs. 15600-39100 with Grade Pay Rs. 5400/- (Pre-revised)	03	a. Head Office (Delhi) b. National Data Centre (Delhi)

Note: *The number of vacancies and the place of posting are subject to change in exigencies.

(I) Eligibility Conditions for the post of Executive Engineer (Civil)

Group A/Group 'B' Civil Engineering Officers having qualification of degree in Civil Engineering or equivalent and serving under Central Government State Government/Union Territory Administration, and

(i) Holding posts in Level 10 of the Pay Matrix with Grade Pay of Rs. 5400/- and having minimum five (05) years regular service in the grade; or

(ii) Holding posts in Level 8 of the Pay Matrix with Grade Pay of Rs. 4600/- and having minimum eight (08) years regular service in the grade.

(II) Eligibility conditions for the post of Assistant Executive Engineer (Civil/Electrical)

Civil/Electrical Engineering Officers under Central Government and State Government/Union Territory Administration; and

(i) Holding analogous posts; or

(ii) Holding posts in Level 7 of the Pay Matrix with Grade Pay Rs. 4600/- and having minimum three (03) years regular service in the grade.

3. **General condition and terms of deputation in the Employees' Provident Fund Organisation**

(i) The Deputation will be governed as per the instructions issued by the Department of Personnel & Training from time to time as per the provisions of the Recruitment Rules of the respective cadre and the tenure of deputation will be initially a period of three (03) years and expendable upto 5 years. The matter of pay and allowances will be governed strictly by the orders of the Central Government for such comparable posts. Preference will be given to the officers whose pay and allowances are governed by the Central Government rules including GPF Rules. The candidates should be holding the analogues post on substantive basis. The appointment in Employees' Provident fund Organisation will be further subject to acceptance of the terms and conditions of appointment issued by the Employees' Provident fund Organisation, if found necessary. The maximum age limit of the applicant should not be exceeding 56 years as on the closing date of receipt of applications.

(II) In case the selected official seeks repatriation before completion of two years on deputation, no transfer TA/DA will be paid on repatriation. Further, if my official seeks repatriation within one year or less, Transfer TA/DA already paid, if any is also liable to recovered.

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(iii) Willing and eligible officers may forward their applications neatly typed in the Performa in Annexure-I and the advance copy of the application should reach the designated officers in HRM Division within 30 days from the date of advertisement. A note shall also be added stating clearly how the candidates finds himself/herself suitable for the post. Preference may be given to the candidates possessing experience in preparation of estimates, planning and designing of civil/electrical engineering works.

(iv) The cadre controlling authority shall forward the application complete samples in the respect with requisite documents namely APARs, latest Vigilance clearance. Integrity Certificates, list of major/minor penalty imposed if any, during the last 10 years within 45 days from the date of publication of the advertisement.

(v) The duties and responsibilities of various Engineering posts is the Organisation requires Supervision of physical assets in the form of land & office building and their maintenance including monitoring of running projects will be essential duties on need basis. The duties also requires touring to the sites to monitor out-station projects.

(vi) The officer/officials shall be posted in the Zonal Offices/Regional Offices/Special States Office under the overall jurisdiction of Zonal Add Central P.F. Commissioner as per administrative exigency requirement.

(vii) The application though proper channel should reach the EPFO, Head Office within 45 days, from the date of publication of the advertisement by the name to Shri Deepak Arya, Regional Provident Fund Commissioner-II (HRM-II), Bhavishya Nidhi Bhawan, 14, Bhikaji Cama Place, New Delhi-110066.

(viii) Applications which are not received through proper channel and received after stipulated period will not be considered and rejected. The application should be accompanied with copies of APARs duly attested for the preceding five years and latest Vigilance clearance, Integrity Certificate and list of major/minor penalty imposed, if any, during the last 10 years. It is to be noted that mere possession of the qualification does not entitled a candidate for appointment to the aforesaid posts on deputation terms. The Employees' Provident Fund Organisation reserves the right to reject any application without specifying any reason.

Deepak Arya.

(Deepak Arya)
Regional P.F. Commissioner-II(HRM-II)

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To:

1. All Chief Secretaries of all State Government/Union Territories.
2. The Secretary, Ministry of Information & Broadcasting, Govt. of India, Shashtri Bhawan, New Delhi.
3. The Secretary, Department of Personnel & Training, Govt. of India, New Delhi.
4. The Secretary, Ministry of Communication, Patel Chowk, Sanchar Bhawan, New Delhi-110001.
5. The Secretary, Ministry of Road Transport & Highways, Transport Bhawan, Parliament Street, New Delhi.
6. The Secretary, Ministry of Housing & Urban Affairs, Nirman Bhawan, Maulana Azad Road, New Delhi.
7. The Secretary, Central Board of Exercise & Customs, Department of Revenue, Ministry of Finance, Room No.131, North Block, New Delhi.
8. The Secretary, Central Board of Direct Taxes, Department of Revenue, Ministry of Finance, Room No.154-A, North Block, New Delhi.
9. Directorate General, CPWD, A-Wing, Nirman Bhawan, Maulana Azad Road, New Delhi.
10. Directorate General (Planning), CPWD, A-Wing, Nirman Bhawan, Maulana Azad Road, New Delhi.
11. The Director General, National Informatics Centre, CGO Complex, A-Block, Lodhi Road, New Delhi.
12. The Chairman, Telecom Commission-Cum Secretary, Sanchar Bhawan, New Delhi.
13. The Director General, Defence Research & Development, South Block, New Delhi.
14. The Secretary, Department of Electronics, Electronic Niketan, 6 CGO Complex, New Delhi.
15. The Director, Ministry of Statistics & PI, Sardar Patel Bhawan, Parliament Street, New Delhi.
16. Director General, Central Statistical Organisation, Sardar Patel Bhawan, Sansad Marg, New Delhi.
17. The Registrar General, Census, Man Singh Road, New Delhi.
18. The Chairman, Railway Board, Rail Bhawan, New Delhi.
19. The Secretary, Department of Science & Technology, Technology Bhawan, New Delhi Mehrauli Road, New Delhi.
20. The Director General, Defence Scientific Information & Documentation Centre, Metcalf House, Timarpur, New Delhi.
21. The Secretary, Ministry of Labour & Employment, Shram Shakti Bhawan, New Delhi.
22. Director General, ESIC, Ministry of Labour & Employment, Panchdweep Bhawan, Comrade Inderjeet Gupta Road, New Delhi-110002.

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Copy to: (Through EPFO Website)

1. All Addl. CPFCs in the Zones/Director (PDNASS).
2. All Regional P.F. Commissioners/Zonal Training Institutes.
3. All Addl. CPFCs(HQ)/Addl. CPFC(HQ)(IS)/Addl. CPFC(IS), Head Office
4. RPFC (ASD) in Head Quarters for necessary action.
5. Chief Vigilance Officer, Head Office for information.
6. RPFC (NDC), Dwarka, New Delhi for uploading the O.M. in the Official website.

Deepak Arya.

Regional P.F Commissioner-II (HRM-II)

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Annexure-I

PROFORMA FOR APPLICATION

Sl. No.	Details required:	Details furnished
01.	Post Applied for: Separate Application required if applied for more than one post:	
02.	Name, Designation and Complete Postal Address of the Office in which working along with the Telephone No. and Email I.D.	
03.	Status of the Department: i.e. Whether it is Central Government /State Government and Name of the Ministry/Department:	
04.	Date of Birth (in Christian Era)	
05.	Educational Qualifications:	
06.	Mobile No. and official e-mail ID of the applicant	

07. Details of employment in chronological order (Enclose a Separate Sheet, if required)

Sl. No.	Office/Institute/ Department/ Organisation	Posts Held (Regular)	From	To	Pay Band and Grade Pay	Period of Experience* and nature of duties

08.	Nature of present Regular employment:	
09.	Nature & extent of other assignments (i.e. Short term, Deputation etc.):	
10.	Total emoluments per month now drawn:	
11.	Additional information, if any, in support of suitability: for the post. Enclose a separate sheet, if the space is insufficient.	
12.	Whether belong to SC/ST/OBC:	
13.	Particulars of documents enclosed: (indicate in a separate list)	
14.	Indicate three choice of station (in order of preference)	
15.	Also state whether application submitted through proper channel	
16.	Also state whether certificate of Cadre Controlling Authority enclosed.	

Place:
Date:

Signature of the Candidate
Telephone/Mobile No.:

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Certificate (To be given by the Cadre Controlling Authority)

1. Certified that the particulars of the officer as furnished above have been verified and found to be correct.
2. The officer is holding the post / analogous post on regular basis.
3. Certified that no disciplinary proceedings are pending/contemplated against the officer. The Integrity of the Officer is also certified.
4. A list of major/minor penalties imposed, if any are enclosed. Copies of APARs for the years _____ are enclosed.

Encl:-

Signature of the Cadre Controlling Authority/
Head of the Department with Seal

Office Telephone No.
E-Mail Id:

_____