



HEADQUARTERS
EMPLOYEES' STATE INSURANCE CORPORATION
PANCHDEEP BHAWAN: CIG MARG: NEW DELHI-110002.
www.esic.nic.in

No: A-22/13/1/2010-E-I

Dated: 01.04.2013

To

Sub: Recruitment of one post of Actuary and one post of Assistant Actuary in ESI Corporation.

Sir,

The undersigned is directed to say that the following post is to be filled in the ESI Corporation:-

- | | | |
|---|---------------|-----------|
| 1 | Actuary | :- 1 post |
| 2 | Asst. Actuary | :- 1 post |

The above said posts are to be filled on transfer on deputation basis for a period of 3 years in first instance which may be extended upto 5/4 years respectively. The eligibility criteria, educational qualification, experience, etc., for the above posts are indicated in Appendix - I.

It is requested that the Bio-data of eligible candidates who are suitable and willing to take up appointment immediately and can be spared by your department, may be sent through proper channel in prescribed proforma (Appendix-II) to Shri Deepak Joshi, Joint Director- E.I, Hqs. Office, ESI Corporation, C.I.G Marg, New Delhi-110002 together with their upto date service records, copies of Annual Performance Appraisal Report for last five years after attestation on each page (2007-08 to 2011-12), Integrity Certificate, Vigilance clearance certificate and detail of major/minor penalties during last ten years etc. within 60 days of its publication in the Employment News.

It is also requested to circulate this vacancy circular to all the Universities or Recognized Research Institutions or any other organization under your kind control for information & similar action.

The details of places of vacancies are furnished in Appendix III.

Yours faithfully,

Encl.: As above.

(DEEPAK JOSHI)
JOINT DIRECTOR

वेबसाइट की विषय-सूची का प्रबन्धन.....
Website Contents Management.....
कायरी नं./Diary No. 270.....
दिनांक/Date 10/05/13.....

The officers possessing the required qualifications and experience, as given below, can apply for these posts:-

Actuary

Eligibility Conditions:

Deputation (ISTC) Plus Promotion

Officers under the Central/State Govts./UTs/Universities/ Recognized Research Institutions/Public Sector Undertakings/Semi-Govt./Statutory or Autonomous Organization or Employees of other Insurance Corporations:-

(a) (i) Holding analogous post on regular basis in the parent cadre/department;

or

(ii) With five years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs.12000-16500 (Revised Pay Scale as per Sixth CPC PB-3 Rs. 15,600-39,100/ + Grade Pay Rs. 7,600/-) or equivalent in the parent cadre/department;

or

(iii) With ten years service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs.10000-15200 (Revised Pay Scale as per Sixth CPC PB-3 Rs. 15,600-39,100/ + Grade Pay Rs. 6,600/-) or equivalent in the parent cadre/department;

and

(b) Possessing the following educational qualifications and experience:-

Essential :-

(i) Degree of a recognized university or equivalent.

(ii) Fellow of the Actuarial Society of India.

(iii) Twelve years experience in insurance/actuarial work in a Government or Quasi Government or in an Insurance Organization out of which three years experience should be in Administration under Government or in an insurance Organization.

Desirable:-

(i) One year experience in Labour Laws and Social Insurance.

NOTE: The Departmental Assistant Actuary in the scale of pay of Rs.10000-15200 with the ten years regular service shall also be considered alongwith deputationists and in case he is selected for appointment, the post shall be deemed to have been filled by promotion.

(Period of deputation (ISTC) including period of deputation (ISTC) in another Ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed five years).

Assistant Actuary

Eligibility Conditions:

Deputation (ISTC) Plus Promotion

Officers under the Central/State Govts./UTs/Universities/ Recognized Research Institutions/Public Sector Undertakings/Semi-Govt./Statutory or Autonomous Organization or Employees of other Insurance Corporations:-

(a) (i) Holding analogous post on regular basis in the parent cadre/department;

or

(ii) With five years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs.8000-13500(Revised Pay Scale as per Sixth CPC PB-3 Rs. 15,600-39,100/ + Grade Pay Rs. 5,400/-) or equivalent in the parent cadre/department ;

and

(b) Possessing the following educational qualifications and experience:-

Essential :-

(i) Degree of a recognized university or equivalent.

(ii) Associateship in the Actuarial society of India.

(iii) Five years experience in actuarial work in a Government or Quasi Government or in an Insurance Organization.

Note: The Departmental Deputy Director (Actuarial) in the scale of pay of Rs.8000-13500 with five years regular service shall also be considered alongwith deputationists and in case he is selected for appointment to the post the same shall be deemed to have been filled by promotion.

(Period of deputation (ISTC) including period of deputation (ISTC) in another Ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed four years).

The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

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

The terms and conditions of the appointment of officers selected on deputation basis will be regulated in accordance with the orders contained in Govt. of India, Ministry of Finance O.M. No. F.1(11)-E-III(B)/75 dated 07.11.75 read with Govt. of India, Ministry of Home Affairs, Department of Personnel & Administrative Reforms O.M. No. 2/29/91-Estt.(Pay-II) dated 05.01.94 as amended by O.M. dated 20.06.2006. Applications in the proforma enclosed from eligible and willing candidates may be sent through proper channel to Shri Deepak Joshi, Joint Director- E.I, Hqrs. Office, ESI Corporation, C.I.G Marg, New Delhi-110002 together with their upto date service records, attested copies of Confidential Report Dossiers for last five years (2007-08 to 2011-12) and Integrity Certificate/ Vigilance clearance certificate within 60 days of its publication.

The Actuary/Assistant Actuary appointed on deputation will be posted in ESI Corporation, Hqrs New Delhi.

The application form can also be downloaded from the website www.esic.nic.in.

Place :- New Delhi
Dated :- 04.04.2013


(DEEPAK JOSHI)
JOINT DIRECTOR, E-I

CURRICULUM VITAE PROFORMA

1.	Name and Address (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) Essential Desired	Qualifications/ Experience Required (1) (2) (3) (1) (2)	Qualifications/ Experience possessed by the officer		
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 and Basic Pay
					Nature of duties (in detail)
8.	Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent				
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 Government. (b) State Government (c) Autonomous Organization (d) Government Undertaking (e) Universities (f) Others				

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.	In case of other than Central Govt. Pay structure, equivalent pay in Central Government may also be intimated.	
15.	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).	
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 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.

Signature of the Candidate

Address-----

Date _____

Countersigned
(Employer with Seal)

1	<u>1 post of Actuary</u> Pay Scale Rs. 14300-400-18300/-(Revised: PB-4 Rs.37400-67000+Grade Pay Rs. 8700/-)	Hqrs Office, New Delhi
2	<u>1 post of Assistant Actuary</u> Pay Scale Rs. 10000-325-15200/(Revised: PB-3 Rs. 15600-39100+ Grade Pay Rs. 6600)	Hqrs Office, New Delhi

The Officers possessing the qualifications and experience as shown in the Appendix - I to this Advertisement are eligible to be considered for the posts.


(DEEPAK JOSHI)
J.DIRECTOR-E.I

CERTIFICATE

(To be filled in by the authority forwarding the application)

1. Certified that the particulars furnished by the candidate have been checked from available records and found correct.
2. Certified that the candidate is eligible as per condition mentioned in Appendix - I.
3. No vigilance case is either pending or is being contemplated against the candidate. There is nothing in the CR/APAR dossiers of the candidate which makes him ineligible for consideration for appointment for the post applied for.
4. Upto date CR/APAR dossiers/ attested photo copy of the CR/APAR for the year ~~from~~ to of the Officer is enclosed.
5. There is no doubt about the Integrity of the Officer.

Signature :

Name & Designation:

Official Address :

Tel & Mobile No: