

Government of India  
Ministry of Textiles  
Office of the Development Commissioner for Handlooms  
**Weavers Service Centre,**  
Weavers Colony, Bharat Nagar,  
Delhi-110052

No. WSC/DLH/Admn.1(3)/2022/DR/ 75

Dated :- 16.1.23

To,  
The Addl. Development Commissioner (Handlooms),  
O/o the D.C. (Handlooms),  
Ministry of Textiles,  
Udyog Bhavan, New Delhi.

Sub;- Uploading of detailed advertisement on website of office of the  
Development Commissioner for Handlooms-regarding

Sir,

I am directed to refer to the above cited subject regarding uploading of detailed advertisement **Advt. No. WSC/DLH/Admn.1(3)/2022/04** which has been published in the Employment News dated 14-20<sup>th</sup> January 2023 on All India basis for filling up of the vacancies of Group 'B' posts in Weavers Service Centre (North Zone) by deputation on the website of the office of the Development Commissioner for Handlooms i.e. [www.handlooms.nic.in](http://www.handlooms.nic.in).

S.No.	Name of the post	Pay matrix	No. of posts
01	Assistant	Pay Matrix Level-6 (Rs. 35,400-1,12,400)	02

The copy of advertisement along with complete details is annexed herewith for further necessary action at your end. The soft copy of the advertisement details is being sent through email.

Yours faithfully

Encl:- As above.

(Alam Singh)  
Assistant Director

last date 27/02/2023

**Government of India  
Ministry of Textiles  
Office of the Development Commissioner  
for Handlooms**

## Weavers' Service Centre

- Weavers Colony, Bharat Nagar, Delhi-110052  
Phone: 011-27303793, Fax : 011-27307560  
E.Mail: wscdelhi@gmail.com

**NOTICE INVITING APPLICATION**

**Advertisement No. WSC/DLH/Admn.1(3)/2022/04: -**

Applications are invited from the eligible candidates for filling up the following General Central Service Group 'B' Non-Gazetted (Non-Ministerial) & Group 'B' posts on deputation basis by Weavers' Service Centre, Weavers' Colony, Bharat Nagar, Delhi-110052, a subordinate office under the Office of the Development Commissioner for Handlooms, Ministry of Textiles. Selected candidates may be posted at any of the Weavers' Service Centres viz. Delhi, Panipat, Kullu, Meerut, Chamoli, Srinagar, Jaipur, Jammu, and Indian Institute of Handloom Technology Jodhpur and Varanasi or any other office within North Zone.

**1. Nomenclature of the posts with pay matrix : Assistant Pay Matrix Level-6 (Rs. 35,400-1,12,400)**

**No. of posts : 02\***

**Maximum Age Limit :** Not exceeding fifty-six years as on the closing date of receipt of applications.

**Educational qualification and experience for deputation :** Officers under the Central or State Governments or Union Territories or Public Sector Undertakings or Universities or recognised research institutions or semi-Government or statutory or autonomous organisations: -

**(A)(i)** holding analogous posts on regular basis in the parent cadre/Department: or

**ii)** with ten years' service in the grade rendered after appointment thereto on a regular basis in Pay Matrix Level-4 or equivalent in the parent cadre/Department; and

**(B) Possessing the following educational qualifications and experience:-**

**(i)** Bachelor's Degree from a recognised University.

**(ii)** With two years' experience in establishment, accounts and general administration.

The Departmental Officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation.

**Mode of submission of application :** Speed post/ Registered post.

\*The number of vacancies to be filled against the posts mentioned in this advertisement may increase or decrease depending on the actual number of vacancies to be filled by deputation at the time of the selection.

For details about qualification, age limit, selection process, application format etc., please log on to the Development Commissioner (Handlooms) website: [www.handlooms.nic.in](http://www.handlooms.nic.in).

**Last date of receipt of application will be 45 days from the date of publication of the advertisement in Employment News.**

Completely filled application form alongwith all relevant documents should reach "Director, Weavers' Service Centre, B-2 Weavers' Colony, Bharat Nagar, Delhi - 110 052" on or before closing date.

**Application not received in the prescribed format/without relevant documents will be summarily rejected.**

EN 42/90

Director (North Zone)



No. CBDR/Admn.

1. Application in posts as men
2. Detailed Ad <https://dehuru>
3. Candidates a filled applica Registered Dehuroad, in
4. Description

Sr. No.	Name
1	Resident (RMO)
2	Hindi Tr
3	Staff Nu
4	X-Ray T
5	Pharma
6	Survey
7	Sub Ov
8	Junior C Compo
9	Painter
10	Carpen
11	Plumbe
12	Mason
13	Dresse
14	Mall
15	Ward
16	Ward
17	Watch
18	Sanita
19	Safaik

UR= Unrese  
Economy W

**Critical Data**  
a. Last date

**Note :-** The Categories.

**For detailed**

Government of India  
Ministry of Textiles  
Office of the Development Commissioner for Handlooms  
**Weavers Service Centre**  
Weavers Colony, Bharat Nagar  
Delhi-110 052  
Phone: 011-27303793, Fax : 011-27307560  
E.Mail: [wscdelhi@gmail.com](mailto:wscdelhi@gmail.com)

No: WSC/DLH/Admn1(3)/Deputation/ 5

Dated 03.01.2023

**VACANCY CIRCULAR**

**Subject:** Filling up of vacancies of Group 'B' Non-Gazetted(Non-Technical), General Central Service in the Weavers' Service Centres/IHTs under Office of the Development Commissioner for Handlooms.

Weavers' Service Centre, Delhi a subordinate office of the Development Commissioner for Handlooms, Ministry of Textiles invites applications for filling up of vacancies of Group 'B' Non-Gazetted(Non-Technical) Group 'C'(Technical), General Central Service on deputation basis for a period ordinarily not exceeding three years in the Weavers' Service Centres/IHTs under Office of the Development Commissioner for Handlooms. Selected candidates will be appointed in any of the Weavers' Service Centres/Indian Institutes of Handlooms Technology within North Zone, viz. Delhi, Panipat, Kullu, Meerut, Chamoli, Srinagar, Jaipur, Jammu, Jodhpur and Varanasi. Eligibility criteria i.e. educational qualification and experience as per Recruitment rules is mentioned in the table below against the name of post.

2) The applications in the prescribed proforma (Annexure-I), in respect of eligible candidates, who can be spared for taking up the assignment within one month from the date of intimation about selection, may be forwarded by the Cadre Controlling Authority along with the following documents.

- (i) Cadre clearance in respect of the applicant.
- (ii) Up-to-date clear and legible photocopies of the APAR of the last 5 years at least up to 2021-2022 duly attested by Gazetted Officer.
- (iii) Integrity certificate signed by an officer not below the rank of Under Secretary to the Government of India.
- (iv) Vigilance Clearance Certificate indicating that no disciplinary or criminal proceedings are either pending or being contemplated against the officer concerned.
- (v) Certificate indicating that no major/minor penalty has been imposed on him/her during the last 10 years.

3. The terms and conditions of deputation shall be governed/regulated according to the applicable normal terms and conditions for deputation issued by the Government of India from time to time. Officers who volunteer for the post will not be permitted to withdraw their names later on.

4. The applications in the enclosed prescribed proforma (Annexure-II) along with documents mentioned above should be forwarded through proper channel to the Director (North Zone), Weavers' Service Centre, Weavers' Colony, Bharat Nagar, Delhi-110052, **within 45 days** from the date of issue of this circular in the Employment News. Applications received after the closing date or without documents mentioned above or otherwise incomplete will not be considered.

S. N.	Nomenclature of the posts with Pay matrix	No. of posts	Educational qualification and experience For Deputation	Mode of submission of application
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1.	Assistant Pay Matrix Level-6 (Rs. 35,400-1,12,400)	02	Officers under the Central or State Governments or Union territories of Public Sector Undertakings or Universities or recognised research institutions or semi-Government or statutory or autonomous organisations: - (A)(i) holding analogous posts on regular basis in the parent cadre/Department; or ii) with ten years' service in the grade rendered after appointment thereto on a regular basis in Pay Matrix Level-4 or equivalent in the parent cadre/Department; and (B) possessing the following educational qualifications and experience: - (i) Bachelor's Degree from a recognised University. (ii) With two years' experience in establishment, accounts and general administration. The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment by promotion.	Speed post/ Registered post
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1. The number of vacancies to be filled against the posts mentioned in this advertisement may increase or decrease depending on the actual number of vacancies to be filled by Deputation at the time of the selection."
2. The period of deputation including the period of deputation held against another ex-cadre post immediately preceding this appointment in the same or some other organization shall not exceed 3 years.
3. The maximum age limit for appointment on deputation shall be 56 years as on closing date of receipt of applications.
4. The Departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment by deputation and similarly, the deputationists, shall not be eligible for consideration for appointment by promotion.
5. Selected officials may be posted at any WSC/IIHT under North Zone.

  
(Vishesh Nautiyal)  
Director

To

1. The Chief Secretary/Administrator of all State & Union territory Governments for circulation to all department under their control.
2. All Ministry/Department of Govt. of India (Except railways) with a request to give wide publicity of the vacancy amongst staff working under their respective administrative control.
3. The Additional Development Commissioner (Handlooms), Udyog Bhavan, New Delhi
4. All Heads of Offices, Central Government/State Government of North Region.
5. The Zonal Director, WSC, Guwahati/Chennai/Mumbai.
6. The Director/Heads of Offices, Indian Institutes of Handloom Technology, Guwahati/Varanasi/Jodhpur/Bargarh & Fulia.
7. All the Heads of Offices, Weavers' Service Centres under South /West/East Zone.
8. NIC Cell, O/o D C Handlooms), New Delhi with a request to upload the circular on the website.
9. Guard file.

  
(Vishesh Nautiyal)  
Director

## BIO-DATA CURRICULUM VITAE PROFORMA

1.	Name and Address (In Block Letters)	
2.	Date of Birth (in Christian era)	
3.	Date of Retirement under Central/ State	
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)	
6.	Essential	
A)	Qualification	
B)	Experience	
	Desirable	
A)	Qualification	
B)	Experience	
<p>Note:</p> <p>5.1) This column needs to be amplified to indicate Essential and Desirable qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.</p> <p>5.2) In the case of Degree and Post Graduate Qualifications Elective) main subjects and subsidiary subjects may be indicated by the candidate.</p>		
6.	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.	
<p>Note:</p> <p>6.1 : Borrowing Departments are to provide their specific comments/ views confirming the relevant Essential Qualifications/ work experience possessed by the candidate (as indicated in the Bio-data) with reference to the post applied for.</p>		

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 on regular basis	From	To	*Pay Matrix Level of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

\* Important: Pay Matrix Level granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Matrix Level of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Matrix where such benefits have been drawn by the candidate, may be indicated as below:-

Office/Institution	Pay Matrix drawn ACP/ MACP Scheme	From	To


8.	Nature of present employment, or Adhoc or Temporary or quasi-Permanent or Permanent		
9.	In case the present employment held on deputation/contract basis, please state:		
	The date of initial appointment	Period of appointment of deputation/contract	Name of the parent office/organisation to which the applicant belongs
			Name of the post and pay of the post held in substantive capacity in the parent organisation

10	If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details	
11.	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 organisation d) Government Undertaking e) Universities f) Others	
12	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.	
13.	Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised grade.	
14.	Total emoluments per month now drawn	
	Basic Pay in PB Grade Pay Total Emoluments	
15.	In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the organisation showing the following details may be enclosed.	
	Basic Pay with Scale of pay and rate of increment	
	Dearness pay/Interim Relief/ other Allowances etc. (with break-up details)	
	Total Emoluments	
16 (A).	Additional Information, if any, relevant to the post you applied for in support of your suitability for (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)	
B	<b>Achievements:</b> The candidates are requested to indicate information with regard to: - i) Research publications and reports and special projects. ii) Awards/Scholarships/official appreciations iii) Affiliation with professional bodies/institutions/ Societies and; iv) Patents registered in own name or achieved for the organisation v) Any research/ innovative measure involving official recognition vi) Any other information	
17.	Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment basis. # (Officers under Central/ State Governments are only eligible for "Absorption". Candidates of non-government organizations are eligible only for Short Term Contract).	
	# The option of ISTC)/Absorption/ Re-employment is available only if the vacancy circular specially mentioned recruitment by "ISTC" or "Absorption" or Re-employment")	
18.	Whether belongs to SC/ST	

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 the documents in respect of Essential qualification/Work experience 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.

(Signature of the candidate)

Address:.....  
.....

Date .....

**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 possess 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.....
- (ii) His/Her integrity is certified.

- (III) His/Her CR Dossiers in original is enclosed/photocopies of the ACRS for the last five 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

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**(Employer/Cadre Controlling Authority with Seal)**