

NATIONAL JUTE BOARD
(A Statutory Body under Ministry of Textiles, Govt. of India)
3A & 3B, Park Plaza, 71, Park Street, Kolkata – 700 016

Vacancy Circular – Director Level Post

National Jute Board (NJB) (a Statutory Body under Ministry of Textiles, Government of India) having its Head Office in Kolkata intends to appoint suitable officer to the post of Director (Technology & Technical) on deputation following the “Composite Method” of recruitment as per the NJB Employees (Recruitment Rules) Regulations, 2017 (copy of relevant portion of RR attached).

1. Director (Technology & Technical) – Pay Matrix Level-13, Rs.1,23,100/- Rs.2,15,900/-.

The officer will either draw pay of the post of Director (Technology & Technical), NJB (Pay Matrix of Level-13, Rs.1,23,100/- - Rs.2,15,900/-) or Pay drawn by him in his parent cadre + deputation allowances as per DOPT's OM No. 6/8/2009-Estt. (Pay II) dated 17.06.2010 subject to a maximum of Rs.4,500/- if the deputation is within the same station or Rs.9,000/- if it is outside the station.

Interested and eligible candidates should submit their applications through proper channel along with vigilance clearance. Only applications forwarded through proper channel by the due date will be considered. Applications in prescribed format as per Annexure-1 should be addressed to “The Secretary”, “National Jute Board” and sent in sealed cover marked “Application for the post of Director (Technology & Technical) so as to reach the office of the Secretary, National Jute Board, 3A & 3B, Park Plaza, 71, Park Street, Kolkata – 700 016 within 60 days from the date of advertisement along with the following documents :-

- i) Photocopy of APARs/ACRs of the applicant for last 5 years ending latest reporting year duly attested by the officer not below the rank of Under Secretary / designated officer on each page.
- ii) Attested copies of all certificates related to proof of educational qualification, work experience containing starting and end date of working in the respective post and pay scale.
- iii) No objection certificate of the present employer
- iv) Vigilance Clearance from the employer / CVO/DY CVO.
- v) Undertaking of the applicant to the effect that candidature will not be withdrawn, if selected.
- vi) Two recent passport size colour photographs.

Applications received late or incomplete applications or applications received without the aforesaid certificate, as per the prescribed pro-forma, may not be considered. No action will be taken on Advance Copy unless such application is followed by the Employer's forwarding letter along with the required documents.

By Order

Secretary
National Jute Board

To
All Concerned.