

**No. 19-7/2006-IA-III(PARTFILE)**  
**Government of India**  
**Ministry of Environment, Forests and Climate Change**  
**Sustainable Coastal Management Division**

New Delhi  
Dated: 27.07.2024

**Filling up of post of Director, National Centre for Sustainable Coastal Management (NCSCM), Chennai on Deputation (including short term contract) basis.**

The National Centre for Sustainable Coastal Management (NCSCM) has been established as a technical institution of Ministry of Environment, Forests and Climate Change. NCSCM is located in the campus of Anna University, Chennai. Applications are invited in the prescribed proforma for the post of Director on deputation (including short term contract). Details of eligibility conditions and nature of duties etc., are given below:

1. Name of the Post: **Director**

2. Age Limit: Maximum age limit for appointment by deputation shall be not exceeding Fifty-eight (58) years as on the last date of receipt the application.

3. Tenure: Ordinarily 3 years from the date of Joining or till the date of superannuation, whichever is earlier. However, based on the performance, the tenure can be extended for maximum of 2 years or till date of superannuation, whichever is earlier.

**Note-1**

The period of deputation including the period of deputation 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 three years, which can be extended further up to 5 years after seeking approval of the Competent Authority as per Govt. of India norms.

The Maximum age limit for appointment by deputation shall be **'Not exceeding 58 years'** as on the last date of receipt of applications.

The cut-off date for determining the age limit shall be the closing date for receipt of applications from candidates in India

**Note-2**

For the purpose of appointment on deputation, the service rendered on a regular basis by an officer prior to 1<sup>st</sup> January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay Commission except where there has been merger of more than one pre-revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any up-gradation.

**4. Pay:** Rs.1,44,200/- - 2,18,200/- (Level 14)

**5. Eligibility Conditions:** Officers under Central Government or State Governments or Union Territory Administration/ including their attached and subordinate offices or Universities or recognized research institutions or Public Sector Undertakings or Semi-Government or Statutory or Autonomous Organizations and other Non-government bodies:

- i. holding analogous posts in pay scale of [Rs.1,44,200 - 2,18,200 (Level 14) of 7th CPC] on regular basis in the parent cadre or department; Or
- ii. with 2 (two) years 'regular' service in posts of Rs.1,31,100 - 2,16,600 in the Pay Level of 13A of 7<sup>th</sup> CPC in the parent cadre or department

**6. Nature of duties and responsibilities:**

(1) Responsible for execution of all policies formulated by the General Body as the case may be in pursuance of the objectives of NCSCM and shall attend to statutory requirements imposed on the function of the office of the NCSCM, Director;

(2) Establish and lead team to achieve the objectives of NCSCM. Develop the NCSCM to achieve the World Class Institutional status;

(3) Responsible for the management and control of the NCSCM, supervising the work of the Divisions of NCSCM, directing and overseeing implementation of research programmes and annual action plan through the staff at NCSCM;

(4) Responsible for setting the research agenda in conjunction with the High Powered Steering Committee/ Governing Council;

(5) Promoting collaboration amongst various organizations/ institutions/ agencies and across multiple coastal sectors;

(6) Work with the community and responsible for Research and Development, communication, and networking;

(7) liaise with Union Government Ministry, Departments of Union and State Governments, National and International Academic and Research Institutions, The World Bank, Non-Governmental organizations and community based organisations in India for any matter pertaining to the day to day operation of NCSCM;

(8) perform such functions as may be delegated by the Chairperson of the Governing Council and/or the GC from time to time;

(9) Responsible for all administrative and finance decisions of the NCSCM;

(10) Submission of annual plan/reports, budget and achievements to SICOM, Ministry and relevant institutes/organizations;

(11) Authorized signatory for agreements, MoU, Deeds, partnership documents, etc.

7. The selection process is through personal interview.

8. The place of posting will be in Chennai or at any other location in India as required

9. Applicants working in Central / State Government departments / Autonomous Institutions of Central / State Governments should send their applications through proper channel and produce No Objection Certificate at the time of interview.

10. Applications without attested copies of relevant certificates, and without photograph will be summarily rejected.

11. Applications received after the due date, unsigned applications, applications where the post number is not filled in/ not filled in correctly, applications if not followed by the copy through proper channel, and applications incomplete in any respect, will not be considered.

12. Vigilance clearance from competent authority along with attested copies of his/her ACR for the last five years may be enclosed along with the application.

13. Canvassing in any form will lead to disqualification

14. No interim inquiries will be entertained

15. It may be noted that if, at any stage, it is discovered that an attempt has been made by the applicant to wilfully conceal or misrepresent the facts, his/her candidature will be summarily rejected or his/her employment terminated

16. Applications should be submitted in the prescribed format as available in the NCSCM website (<http://www.ncscm.res.in>) and Ministry of Environment, Forests and climate change Website (<http://www.envfor.nic.in>) and the hard copy of PDF version of the submitted application along with attested copies of pertinent certificates etc., should be sent by speed post only . **Last date for submission of hard copy before 3.00 pm on 12<sup>th</sup> September, 2024.** The competent authority may restrict the number of candidates to be called for interview to a reasonable limit on the basis of qualification and experience.

17. Duly filled in hard copy of the application with enclosures should be sent to: **The Director, Sustainable Coastal Management Division, 1<sup>st</sup> Floor, Agni Wing, Ministry of Environment, Forest and Climate Change, Indira Paryavaran Bhawan, Jor Bag, New Delhi-110003.**

### APPLICATION FORMAT

Affix recent  
passport size  
photograph

1	Post applied for	DIRECTOR
2	Name & Address (in Block Letters) With e-mail address and contact/Mobile No.	Name: Address: e-mail address: Mobile Number:
3	Date of Birth (in Christian era) (dd/mm/yyyy)	
4	Date of entry into Govt. Service	
5	Date of Retirement under Central Govt. rules	
6	Whether belongs to SC/ST/OBC	
7	Educational qualifications	
8	Experience possessed by the officer	

9. Details of employment in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient

Office/Institute/ Organization	Post held	From	to	Scale of Pay &	Appointment i.e., whether	Nature of duties
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				Basic Pay	regular/ad-hoc/deputation	

10. . Please state clearly whether in light of the entries made by you above, you meet the requirements of the post?

(Signature of the applicant)

**Place:**

**Date:**

**(To be completed by the employer)**

It is certified that the information furnished by Shri/Smt/ Dr.\_\_\_\_\_ has been checked as per the service records of the individual and found correct.

2. No disciplinary/ vigilance case is pending/ contemplated against Shri/ Smt./ Dr\_\_\_\_\_. His/ Her integrity is beyond doubt.

3. It is also certified that no major/ minor penalty has been awarded to Shri/ Smt./ Dr.\_\_\_\_\_ during the last Ten years.

4. In the event of his/her selection, he/she will be relieved of his/ her duties from this office.

**Date:**

**(Signature of the competent authority)**

**Office Seal**