



**Government of India**  
**Ministry of Commerce & Industry**  
**Department of Commerce**  
**Office of the Development Commissioner**  
**Indore Special Economic Zone**  
**3rd Floor, Brilliant Titanium, Plot No. 9**  
**Scheme No. 78, Part II, Near Brilliant Convention Center**  
**Indore, Ph. 0731-2570619, 2570620, Fax No. 0731-4290586.**  
**E-mail: dcisezind-mp@gov.in, Website: www.indoresez.gov.in**

No. A-30/ISEZ/2006-07/ 2683

Date: 24/01/2018

Applications are invited from interested eligible candidates/ officials for filling up the following posts on deputation basis in Indore Special Economic Zone. The description of the posts and eligibility conditions are as follows:-

S.No	Name of the Posts/scale	No. of Posts (existing/anticipated)	Eligibility conditions
1.	Asstt. Development Commissioner (Rs.9300-34800/- + GP Rs.4600/-) (pre-revised)	02	Officer under the Central/state Government: (a) (i) Holding analogous posts on regular basis (ii) With three years' service in the grade rendered after appointment, there to on a regular basis in the scale of Rs. 5500-9000 or equivalent in the parent cadre or department: or (iii) With eight years' regular service in the grade rendered after appointment there to on a regular basis in the scale of pay of 5000-8000 or equivalent in the parent cadre or department and: (b) Possessing two years' experience in the field of Industrial development or foreign trade.
2.	Appraiser (Customs) (Rs.9300-34800/- + GP Rs.4800/-) (Pre-revised)	02	Officer under the Central/state Government: (a) (i) Holding analogous posts on regular basis in the parent Cadre or department, or (ii) With three years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay Band 9300-34800/- m& grade pay 4600/- or equivalent in the parent cadre or department: and (b) Possessing two years' experience in Excise of Customs procedural work.
3.	Preventive Officer (Rs. 9300-34800/- + GP Rs. 4600/-) (Pre-revised)	05	Officers of the Central Board of Excise and Customs. 1. (i) holding analogous posts on regular basis; or (ii) with six years service in the grade rendered after appointment thereto on a regular basis in the scale of Rs. 9300-34800/-+GP Rs. 4200/- or equivalent in the parent cadre or department: and 2. Possessing two years' experience in Excise or Customs procedural work.
4.	Section Officer (Accounts)	01	Employees of the Central Government: (a) (i) holding analogous posts on regular basis in the parent cadre or department; or

	(Rs.9300-34800/- + GP Rs. 4200/-) (Pre-revised)		(ii) with three years regular service in the grade rendered after appointment thereto on a regular basis in the scale of Rs 5000-8000 (5th cpc) or equivalent in the parent cadre or department; and (b) Possessing any one of the following qualifications; (i) A pass in the subordinate Accounts Service or equivalent examination conducted by any one of the organized Accounts department of the Central Govt. (ii) Successful completion of training in the Cash and Accounts work conducted by Institute of Secretarial Training and Management or equivalent; and (c) Possessing three years experience in Cash, Accounts and Budget work.
5.	Stenographer Gr. I (Rs. 9300-34800/- + GP Rs. 4200/-) (Pre-revised)	01	Employees of Central Government : (i) holding analogous posts on regular basis in the parent cadre or department; or (ii) with three years regular service in the post of Stenographer in the pay scale of Rs. 4500-7000 (5th cpc); or (iii) with eight years regular service in the post of Stenographer in the pay scale of Rs. 4000-6000 (5th cpc); and (a) Possessing a speed of 100 words per minute in English shorthand, 40 words per minute in English typewriting and; (b) Knowledge of Computer word processing.
6.	Stenographer Gr. II (Rs. 9300-34800/- + GP Rs. 4200/-) (Pre-revised)	01	Employees of Central Government : (i) holding analogous posts on regular basis in the parent cadre or department; or (ii) with three years regular service in the post of Stenographer in the pay scale of Rs. 4500-7000 (5th cpc); or (iii) with eight years regular service in the post of Stenographer in the pay scale of Rs. 4000-6000 (5th cpc); and (a) Possessing a speed of 100 words per minute in English shorthand, 40 words per minute in English typewriting and; (b) Knowledge of Computer word processing.
7.	Stenographer Gr. III (Rs. 5200-20200/- + GP Rs. 2400/-) (Pre-revised)	04	Employees of Central Government : (a) (i) holding analogous posts on regular basis in the parent cadre or department; or (b) (i) Lower Division Clerk in the pay scale of Rs. 5200-20200 + GP 1900/- with eight years regular service in the grade; and (ii) Possessing a speed of 80 words per minute in English shorthand, 30 words per minute in English typewriting and; (iii) Knowledge of Computer word processing.

2. Applications of the eligible officers who possess the requisite experience and qualification and who can be spared immediately may be forwarded for these posts. The application in the prescribed pro-forma (Annexure-I) in duplicate supported with- up- to date confidential reports for last three years & vigilance clearance should reach to the following address within 60 days from the date of publication of the advertisement in Employment News.

**The Development Commissioner,  
Indore Special Economic Zone,  
3rd Floor, Brilliant Titanium, Plot No. 9,  
Scheme No. 78, Part II,  
Near Brilliant Convention Center,  
Indore, Madhya Pradesh - 452010,  
E-mail: [dcisezind-mp@gov.in](mailto:dcisezind-mp@gov.in)**

3. The appointment will be on transfer on deputation basis. 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 not exceed three years. The pay and allowances of the officer selected on deputation will be regulated in accordance with the instructions issued by Deptt. of Personnel & Training from time to time. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of the receipt of applications.
4. Officers who volunteer for the post will not be permitted to withdraw their names later. The selected officer(s) can also be posted anywhere within the jurisdiction of DC, Indore SEZ (State of M.P) depending on the exigencies of work.
5. Applications received after the last date/without through proper channel or unaccompanied by copies of CR Dossiers & vigilance clearance of the officer concerned will not be considered.
6. The numbers of vacancies indicated are liable to increase/ decrease.
7. The advertisement may also be viewed at the website of this office- [www.indoresez.gov.in](http://www.indoresez.gov.in)
8. The application may be submitted in the prescribed pro-forma (Annexure-I, which can be downloaded from the aforementioned website.
9. A Govt. Officer in a higher grade pay/ scale shall be ineligible for appointment on deputation to the post in lower grade pay/ scale in terms of Deptt. of Expenditure's O.M.No. 1/1/2008-LCdt. 26.03.2009 and DOPT O.M No. 6/8/2009-Estt.(pay II) dt. 17.06.2010.

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