

F.No.4-115/Estt/Ind/2018 /1618
अंडमान तथा निकोबार प्रशासन
Andaman & Nicobar Administration
उद्योग निदेशालय
Directorate of Industries

Sri Vijaya Puram, dated 21st September, 2026

To

1. The Chief Secretary
All State Govt./ Union
Territories Administration
2. The Secretaries
All Ministries / Department of the
Govt. of India
3. All Head of Department's
A&N Administration,
Sri. Vijaya Puram.

Sub:- Filling up 01 post of Assistant Director (Technical) under Directorate of Industries, A & N Administration on promotion/ deputation basis-reg.

Sir/ Madam,

I am directed to forward herewith a copy of Vacancy Notice along with relevant documents for circulation among the officials within your department.

Eligible officers may submit the application in the prescribed format appended below through proper channel along with last five (05) years ACR Dossier (attested on each page by an officer not below the rank of under Secretary or equivalent) Vigilance Clearance Certificate, Integrity Certificate, Cadre clearance Certificate, Major/ Minor Penalty statement (indicating details of Penalties imposed (if any) during the last 10 years) duly countersigned shall be submitted on the above address latest by 29.10.2026.

The Head of the Department / Office may ensure that the applications of officials against whom disciplinary proceedings are pending or being contemplated are not forwarded/ recommended.

Application received after the due date and incomplete shall not be entertained.

Yours faithfully

Encl:- As above


Assistant Director (Admn.)

Copy to:-

1. The Director (IP), Directorate of Information & Publicity, Sri. Vijaya Puram with the request to arrange to publish the vacancy notification in the Local Dailies for two consecutive days and raise the bill in favour of the undersigned for making payment please.
2. Chief Editor, The Daily Telegram, Sri. Vijaya Puram with the request to publish the vacancy notification in the Daily Telegram for two consecutive days.
3. The Employment Officer, Employment Exchange, Sri. Vijaya Puram for information and necessary action.
4. Employment News, Ministry of Information & Broadcasting, 7th Floor, Soochna Bhawan, C.G.O. Complex, Lodhi Road, New Delhi- 110003
5. The Assistant Director (Tech), IT Section, Directorate of Industries, Sri Vijaya Puram with the request to upload the same in the official website of Andaman and Nicobar Administration and also arrange to publish in the Daily Telegram for two consecutive days from **28.09.2026 to 29.09.2026**.
6. All Deputy Director, Directorate of Industries, Sri. Vijaya Puram for kind information.


Assistant Director (Admn)

VACANCY NOTICE

Application are invited through proper channel from eligible officials working under the A&N Administration/ Central Govt./ State Govt./Union Territories for filling up 01 (one) post of Assistant Director (Technical) in Pay Matrix Level-7 (Rs. 44,900-1,42,400) in Directorate of Industries by transfer on deputation basis for a period of 03 years or till the post is filled on promotion whichever is earlier.

Officers under the Central / State Govt./Union Territories –

- A. (i) Holding analogous post on regular basis in the Parent Cadre/ Department.
(ii) With five years regular service in the grade rendered after appointment thereto on a regular basis in posts in Level-6 in the Pay Matrix or equivalent in the Parent Cadre/ Department.

AND

- B. Possessing the following educational qualification and experience.
i. Degree in Engineering from a recognized University or Institute.
ii. 02 years experience in the promotion and development of Small Scale Industries (SSI) or other areas of Industrial Development.

Note 1 :- The departmental officers in the feeder category who are in direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note 2 :- (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 Govt. shall ordinarily not exceed 03 years. The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications.)

Terms and Pay Regulations

The pay and terms / conditions of deputation will be regulated in accordance with the standard instructions issued by the Department of Personnel and training (DoPT) vide OM No. 6/8/2009-Estt (Pay-II) dated 17.06.2010 as amended from time to time.

Eligible officers may submit the application in the prescribed format appended below through proper channel along with last five (05) years ACR Dossier, (Attested on each page by an officer not below the rank of under Secretary or equivalent) Vigilance Clearance Certificate, Integrity Certificate, Cadre clearance Certificate, Major/ Minor Penalty statement (indicating details of Penalties imposed (if any) during the last 10 years) duly countersigned shall be submitted on the above address latest by **29.10.2026.**

The Head of the Department / Office may ensure that the applications of officials against whom disciplinary proceedings are pending or being contemplated are not forwarded/ recommended.

Application received after the due date and incomplete shall not be entertained.

PROFORMA
FORM OF APPLICATION FOR THE POST OF ASSISTANT DIRECTOR (TECHNICAL)

1. Name of the Applicant (in Block letters)
2. Father's/ Husband's Name
3. Date of Birth (In Christian Era)
4. Address for communication with Telephone/Cell No.
5. Education Qualification
6. Date of Entry in Govt. Service
7. Experience as per details of service

Dept.	Post held	From	To	Scale of pay	Nature of duty

8. Scale of pay and present Basic pay + Pay Level
9. Please state whether working under
 - a. Central Government
 - b. State Government
 - c. A&N Administration
 - d. Others (specify)
10. Additional information if any, which you would like to mention in support of your suitability for the post (add separate sheet if necessary).
11. Remarks

Place :
Date :

Signature of the Candidate

"The information given by the applicant as above has been verified from the official's record and it is found correct. It is also certify that the neither any vigilance case/ departmental enquiry is pending against the applicant nor the same is contemplated. Photocopies of APAR for the last five years are also enclosed. In the events of the selection of above applicant these Organization shall have no objection to relieve him for appointment on transfer on deputation basis to the Directorate of Industries."

Signature of HoD / HoO
(Office Seal)

Place :-
Date:-
Encl:-