

No.A.11016/2/2019-GAD (SEC)
GOVERNMENT OF MIZORAM
GENERAL ADMINISTRATION DEPARTMENT

C I R C U L A R

Aizawl, the 10th September, 2024

Applications are hereby re-invited for appointment to the post of **Deputy Secretary, State Election Commission, to be filled up by deputation basis** for an initial period of 2 (two) years. The number of post, pay level and eligibility conditions for deputation as per provisions of the Mizoram State Election Commission (Group 'A' posts) Recruitment Rules, 2018 are mentioned below:-

| Name of Post | Pay Level in the Pay Matrix | No. of posts | Eligibility Conditions |
|---|------------------------------------|---------------------|---|
| Deputy Secretary, State Election Commission | Level - 12 (Rs. 78800 - 175200) | 1 (one) | By deputation from IAS/MCS Officers holding analogous posts under the Central/State Government with experiences in electoral management, OR From MCS Officers in Senior Grade with 5 years' regular service in the grade with experiences in electoral management. |

As per the provisions of para 9 of Government O.M No.A.12011/2/2019-P&AR(GSW) dt.09.01.2020, the upper age limit for appointment by deputation shall not be exceeding 56 (fifty six) years as on the closing date of receipt of applications.

Application forms as per prescribed proforma (copy at Annexure) duly filled up for the above post can be submitted to the Under Secretary, General Administration Department, Room No.136, 1st Floor, Mizoram Secretariat Building No.1, MINECO, Khatla, Aizawl, extend the period for submission of willingness **on or before 18th September, 2024** through the respective Administrative Department / Cadre Controlling Authority.

Candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

Sd/- VANLALDINA FANAI
Commissioner & Secretary to the Govt. of Mizoram
General Administration Department

Memo No.A.11016/2/2019-GAD (SEC) : Aizawl, the 10th September, 2024

Copy to:-

1. P.S to Chief Minister, Mizoram.
2. Sr. P.P.S to Chief Secretary, Govt. of Mizoram.
3. All Administrative Departments.
4. All Heads of Departments.
5. Web Manager, GAD.
6. Guard File


(LALDINFELI)

Under Secretary to the Govt. of Mizoram
General Administration Department

Annexure

**COMMON APPLICATION FORM FOR APPOINTMENT BY DEPUTATION
(INCLUDING SHORT TERM CONTRACT/FOREIGN SERVICE/ABSORPTION)**

| | | | |
|----|--|--|--|
| 1 | Name of applicant (in capital letters) | | |
| 2 | Date of birth (enclose self-attested copy of supporting document) | | |
| 3 | Address for correspondence including contact number | | |
| 4 | Name of post applied for | | |
| 5 | Designation of present post held | | |
| 6 | Name of service/department | | |
| 7 | Present scale of pay/level in the pay matrix | | |
| 8 | Date of joining the present grade/post on regular basis | | |
| 9 | Educational qualification (enclose self-attested copy of certificates) | | |
| | Please state whether or not the educational and other qualifications / experience prescribed for the post in the vacancy circular are satisfied by the applicant | | |
| 10 | Qualifications/Experience required | Qualifications/experience possessed by the official | |
| | Essential | i) | |
| | | ii) | |
| | | iii) | |
| | Desirable | i) | |
| | | ii) | |

The information furnished is / are correct to the best of knowledge and nothing has been suppressed. I understand that in case of my selection, if any information furnished above is found to be false or misrepresented at a later stage, my selection is liable to be cancelled with the approval of Competent Authority.

Date:

Name & signature of applicant

**CERTIFICATE OF THE ADMINISTRATIVE DEPARTMENT/CADRE
CONTROLLING AUTHORITY**

Certified that the particulars furnished by the officer are correct as per the service records and the department has no objection for the officer on deputation (including short term contract/deputation on foreign service/absorption) (Please select the appropriate one).

Date:

Signature of an officer not below the rank of
Under Secretary in the Cadre Controlling Authority