

NATIONAL INVESTIGATION AGENCY
MINISTRY OF HOME AFFAIRS,
GOVERNMENT OF INDIA
NEW DELHI-03

No. E-84/ 001/ Sr. PS/Min/Deptn/NIA/2023/ 11432 Date: 05 August, 2024

NOTICE FOR DEPUTATION TO NIA AS SENIOR PRIVATE SECRETARY

Nominations are invited for the posts of Senior Private Secretary on deputation/absorption basis in National Investigation Agency (NIA). Details of posts and vacancies are as under : -

SN.	Name of post	Nos of post	Place of posting
1	Senior Private Secretary Level-8 in Pay Matrix (47,600-1,51,100/-)	03 Posts on deputation basis.	Delhi, Hyderabad, Jammu & Guwahati

2. The eligibility criteria (educational qualification, experience etc.) are furnished in the enclosed **Annexure-I** (available at NIA website www.nia.gov.in/recruitment-notice.htm). The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

3. It is requested that the above requirement may kindly be circulated among all Departments/ Institutions/ Offices under your charge and also host on their website. The nominations of eligible officers along with following documents in **Hard Copy should reach to the SP(Adm), NIA Hqrs, CGO Complex, Lodhi Road, New Delhi - 110003 through proper channel within 02 months from the date of Publication of this item in "Employment News". Applications/ Documents received through mail will not be entertained as UPSC seeks original/ duly attested documents of candidates.**

- i) Bio-data in prescribed proforma (**Annexure-II**) (Available in NIA website www.nia.gov.in/recruitment-notice.htm) duly filled and countersigned by the competent authority.
- ii) Supporting certificate/ documents in respect of claimed educational qualification including essential qualification of Bachelor Degree.
- iii) **Cadre clearance certificate stating that 'in event of selection, he will be relieved immediately' issued by cadre controlling authority.**
- iv) **Photo copies of APAR dossier from the year 2018-19 to 2022-23 duly attested** (it may be ensured that the same are attested on each pages with rubber stamp by an officer not below the rank of Under Secretary to the Government of India). Non-reporting/initiation certificate may also be furnished in case of APARs has not been reported for any broken period.

MEDH, IPS
Secretary
NIA
New Delhi

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- v) Vigilance Clearance Certificate and Integrity Certificate issued by the respective department.
 - vi) The details of major/minor penalties imposed on the officer during the last 10 years.
4. Applications received after the last date of receipt or incomplete applications in any respect or those not accompanied by the documents/information in para 03 above will not be considered. The Cadre Authority may ascertain that the particulars sent by the officer are correct as per the records.
5. The eligibility criteria and application form as well as Recruitment Rules are also available on the NIA website (**available at NIA website www.nia.gov.in/recruitment-notice.htm**).



(S.B. Raimedhi, IPS)

SP(Admin)

NIA Hqrs, New Delhi

Department of Police
National Investigation Agency
Ministry of Home Affairs
Govt. of India, New Delhi

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