



## राष्ट्रीय मानव अधिकार आयोग

### National Human Rights Commission

मानव अधिकार भवन, ब्लॉक-सी, जी.पी.ओ. कम्प्लेक्स, आई.एन.ए., नई दिल्ली -110023 (भारत)

Manav Adhikar Bhawan, Block - C, GPO Complex, INA, New Delhi-110023 (INDIA)

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E-mail: nhrcestdt@nic.in

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#### **Advt. No. 06/2018**

Applications are invited against following vacancies in the Commission:

#### **Investigation Division:-**

Sl No.	Name of Posts	Recruitment mode	No. of post
1	<b>Sr. Superintendent of Police</b> L-13 Rs.1,23,100-2,15,900(PB-4 Rs. 37400-67000/- + GP Rs. 8700/-)	By transfer on deputation/transfer	1
2.	<b>Inspector</b> L-7 Rs.44,900-1,42,400 (PB-2 Rs. 9300-34,800/- + GP Rs. 4600/- pre revised)	By deputation failing which by re-employment/short term contract	1

#### **Research Division:-**

3	<b>Senior Research Officer</b> L-11 Rs. 67,000-2,08,700 (PB-3, Rs. 15600-39100/- + GP Rs. 6600/- pre-revised)	By deputation including short-term contract failing which by direct rectt.	2
4	<b>Research Officer</b> L-10 Rs.56,100 - 1,77,500 (PB-3, Rs. 15600-39100/- + GP Rs. 5400/- pre-revised)	By deputation temporarily for an initial period of one year or notification of Recruitment Rules whichever is earlier	1
5	<b>Sr. Research Assistant</b> L-7 Rs.44,900-1,42,400 (PB-2 Rs. 9300-34,800/- + GP Rs. 4600/- pre revised)	By deputation basis temporarily for an initial period of one year or till notification of Recruitment Rules, whichever is earlier.	1
6	<b>Research Assistant</b> L-6 Rs.35,400-1,12,400 (PB-2 Rs. 9300-34800/- + GP Rs. 4200/- pre revised)	By transfer on deputation/transfer	3

#### **Administration Division:-**

7	<b>Librarian/Documentation Officer</b> L-10 Rs.56,100 - 1,77,500 (PB-3, Rs. 15600-39100/- + GP Rs. 5400/- pre-revised)	By deputation(including short term contract)	1
8	<b>Section Officer</b> L-8 Rs.47,600 - 1,51,100 (PB-2 Rs. 9300-34,800/- + GP Rs. 4800/- pre revised)	By deputation only	3
9	<b>Junior Translator</b> L-6 Rs.35,400-1,12,400 (PB-2 Rs. 9300-34800/- + GP Rs. 4200/- pre revised)	By transfer on deputation/transfer failing which by direct recruitment	1
10	<b>Despatch Rider</b> L-2 Rs.19,900-63200 (PB- Rs. 5200-20,200/- + GP Rs. 1900/- pre revised)	By transfer on deputation/transfer failing which by direct recruitment	1

Note: 1.(i) Number of posts may vary.

(ii) Commission reserves the right to cancel/withdraw the vacancy. Applicants may kindly search on below mentioned Commission's website for updation of information in this regard.

2.Last date for receipt of applications is 25<sup>th</sup> Feb. 2019 . Applications received beyond this date will not be considered.

3.Detailed eligibility conditions and proforma of applications are available in the Commission's website [www.nhrc.nic.in](http://www.nhrc.nic.in)

4.The previous selection process for the post of Despatch Rider advertised in the Employment News dated 11-17 June 2016 and 27 May- 2 June 2017 may be treated as cancelled on administrative ground.

(A) **Basic Eligibility conditions:-**

1. **Sr. Superintendent of Police**

- (i) Officers of the Indian Police Service working in the Selection Grade or
- (ii) Officers of the Central Police Forces/Organisations holding analogous posts or officers in the scale of pay of Rs.15600-39100 with GP Rs.7600 (corresponding to L-12 of new pay matrix) with 5 years regular service or officers in the scale of pay of Rs.15600-39100 with GP Rs.6600 (corresponding to L-11 of new pay matrix) with 10 years regular service or
- iii) Officers of the State Police Forces holding analogous posts or officers in the scale of pay of Rs. Rs.15600-39100 with GP Rs.7600 pre-revised (corresponding to L-12 of new pay matrix) (corresponding to L-12 of new pay matrix) with 5 years regular service or officers in the scale of pay of Rs.15600-39100 with GP Rs.6600 pre-revised (corresponding to L-11 of new pay matrix) with 10 years regular service

2. **Inspector:-**

**Eligibility**

**By deputation of officers:-**

- (a)
  - (i) Working in similar or equivalent grade in the Central/State Police Forces/Armed Forces of Union; or
  - (ii) Sub-Inspector in the Central/State Police Forces/Armed Forces of the Union with 5 years regular service as Sub-Inspector; or
  - (iii) Officers working in the equivalent grade on regular basis under the Central Govt./State Govt Departments/Central Public Undertakings; and
- (b) Possessing at least 5 years experience in vigilance or investigation or intelligence work.

**By re-employment/short-term contract:-**

- (i) Persons who have held analogous posts on regular basis in the Central/State Police Forces/Armed Forces of Union and possessing at least 5 years experience in vigilance or investigation or intelligence work.
- (ii) The period of short short-term contract/re-employment shall not exceed two years.

3. **Senior Research Officer:-**

**Eligibility**

**transfer on deputation**

- Officers under the Central/State Govt./ Universities/ Research Institutions: (a) (i) holding analogous post on regular basis; or
- (ii) with five years regular service in Post in scale of PB-3 with GP of Rs.5400/- (pre-revised) or equivalent
  - (iii) with 8 years regular service in scale of Rs. PB-2 with GP Rs.4600 or equivalent and possessing educational qualification prescribed for direct recruitment as per details given below:-

**Essential**

- (i) Masters degree in Political Science, History, Statistics, Sociology of a recognized university or equivalent
- (ii) Degree in Law of recognized University or equivalent
- (iii) 4 year research experience in any of the social sciences

**By re-employment/short-term contract:-**

- (i) Persons who have held analogous posts under the Central Govt./State Govt./Universities/Research Institutions on regular basis and possessing the educational qualifications and experience as prescribed for deputations above.
- (ii) The period of short short-term contract/re-employment shall not exceed two years.

**By Direct Recruitment:-**

- (i) **Age limit:-** Not exceeding 40 years ( Relaxable for Govt. servants upto 5 years in accordance with the instructions or orders issued by the Central Govt.
- (ii) **Essential qualification:-**
  - (i) Masters degree in Political Sciences, History, Statistics, sociology of a recognized university or equivalent.
  - (ii) Degree in Law of a recognized university or equivalent.
  - (iii) 4 years research experience in any of the social science.

**Note:**

The crucial date for determining the age limit shall be closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Divn of J&K State, Lahul and Sptiti District and Pangi Subdivision of Chamba district of Himanchal Pradesh, Adman & Nicobar Islands or Ladshadweep)

**4. Research Officer:-**

**By Deputation:-** Officers under the Central Govt./State Govt/Autonomous Bodies/Universities/Research Institutions holding:

- (i) Analogous posts on regular basis; or
- (ii) Posts with 5 years regular service in PB-2 + Grade Pay 4600/- and Possessing following educational qualifications and experience:

**Educational Qualifications**

**Essential:**

Masters Degree in Political Science/ Sociology/Social Work/Economics/ Human Rights/ Psychology/Population Studies or Criminology from a recognized University.

**Desirable:- M.Phil**

**Experience** 3 years research experience in any of the social science.

**5. Senior Research Assistant:-**

**By Deputation:-** Officers under the Central Govt./State Govt/Autonomous Bodies/ Universities/Research Institutions holding:

- (i) Analogous posts on regular basis; or
- (ii) Posts with 4 years regular service in PB-2 + Grade Pay 4200; and Possessing following educational qualifications and experience:

**Qualification**

- (i) Masters Degree in Political Science/ Sociology/ Social Work/Economics/Human Rights/ Psychology/Population Studies or Criminology from a recognized University.

**Experience (Desirable)**

2 years research experience in any of the social science.

**6. Research Assistant:-**

**Deputation:-**

Officers under the Central Govt/Universities/Research Institutes;

- (a) (i) Holding analogous posts on regular basis; or
- (ii) with 5 years regular service in a post in the pay scale of Rs.5200-20,200/-+ GP Rs.2400/- or above.

- (b) Possessing the following educational qualifications/experience:-

**Essential Qualifications:** - Bachelor Degree from a recognized university or equivalent

**Experience:-**Research experience in any of social sciences or in the application of law and procedure.

**Desirable:** Degree in Law from a recognized university or equivalent.

**By re-employment/short-term contract:-**

Persons who have held analogous post on regular basis under the Central Govt./Universities/Research Institutes and possessing qualifications and experience prescribed for deputationists.

The period of short-term contract/re-employment shall not exceed 2 years.

**7. Librarian/Documentation Officer**

**Eligibility**

**For Deputation (including short-term contract)**

Officers under the Central government ,

(a)(i)Holding analogous post on a regular basis or;

(ii) with 3 years' regular service in posts in the scale of PB-2 RS. 9300-34,800/- + GP Rs. 4800/- or equivalent or

(iii) With 8 years regular service in posts in the scale of PB-2 Rs. 9300-34,800/- + GP Rs. 4600/- or equivalent and

(b)Possessing the educational qualification and experience as mentioned below:-

**Essential**

(i)Degree of a recognized university or equivalent

(ii)Bachelor's degree or equivalent diploma in Library Science of a recognized University/ Institute or equivalent;

iii)2years' professional experience in a Library of Standing

Or

Diploma in computer Computer Application from a recognized University/Institutions or equivalent

( Note:- The period of short short-term contract/re-employment shall not exceed two years).

**8. Section Officer:-**

**By deputation:-**

(i) Officers under the Central Govt. holding analogous posts on regular basis or with 8 years regular service in PB-2 RS. 9300-34,800/- + GP Rs. 4200/- or equivalent; and

(ii) Possessing experience of Administration/establishment and accounts matters.  
Desirable: a degree in law.

**9. Junior Translator**

**Eligibility**

**By transfer on deputation**

Holding analogous post on regular basis in the Central Government.

**Direct Recruitment**

Master Degree in English/Hindi with Hindi/English as a compulsory and elective subject at degree level; or Bachelor's degree with English/Hindi as main subjects (Which includes the term compulsory and elective subject) of a recognized university.

**Age:** Between 18 and 25 years(Relaxable for Govt. Servants upto the age of 35 years in accordance with the instructions issued by the Central Government from time to time.)

**Note:**

The crucial date for determining the age limit shall be closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Divn of J&K State, Lahul and Sptiti District and Pangi Subdivision of Chamba district of Himanchal Pradesh, Adman & Nicobar Islands or Ladshadweep)

10. **Despatch Rider**  
**Eligibility**

**By transfer on deputation**

On the result of a test in driving designed to adjudge suitability of the post with reference to the standards of competence considered essential in drivers of motor cycle/Scooters from amongst the regular Group 'D' employees of Central/State Government/ Supreme Court/ High Court and District Courts possessing the qualification as prescribed for direct recruitment given below

**Direct Recruitment**

**Essential**

Possession of a valid driving licence for Motor Cycle/Scooter/Auto Rickshaw and experience of driving such vehicle for at least 3 years.

**Desirable**

A pass in the 8<sup>th</sup> standard of any recognized school.

**Age:** Between 23 and 30 Years (Relaxable for Govt. Servants upto the age of 40 years in accordance with the instructions issued by the Central Government from time to time.)

**Note:**

The crucial date for determining the age limit shall be closing date for receipt of applications from candidates in India (and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Divn of J&K State, Lahul and Spiti District and Pangi Subdivision of Chamba district of Himanchal Pradesh, Andaman & Nicobar Islands or Ladakh)

(B) **Other terms and conditions For deputation/re-employment/short-term contract posts:-**

- (i) The deputation will be governed by the terms and conditions contained in the Department of Personnel and Training's O.M. No.6/8/2009-Estt.(Pay.II), dated 17.6.2010 as amended from time to time.
- (ii) The applications of eligible candidates who are desirous of being considered for appointment to the posts meant for deputation and can be spared immediately, may please be forwarded to this Commission *latest by* alongwith attested photocopies of ACRs for the last 05 years and vigilance/disciplinary clearance. The applications should clearly indicate the service particulars, experience and educational qualifications etc. in the prescribed form as at Annexure-I. *Applications received directly or without ACRs will **NOT** be entertained.* The forwarding authority may also certify the information furnished in the bio-data.
- (iii) *Retired persons applying for re-employment/short-term contract and direct recruitment basis may submit their applications in Annexure-II directly to the Commission.*
- (iv) The maximum age limit for appointment on deputation basis shall be 56 years.

(C) **How to apply:-**

The candidates fulfilling the eligibility conditions may apply in the prescribed format as per Annexure-I for the posts earmarked to deputation. For the posts earmarked to re-employment/short term contract and direct recruitment basis, they may apply on Annexure-II and send the same by post to the Under Secretary (Estt), National Human Rights Commission, Manav Adhikar Bhawan, Block-C, GPO Complex, INA, New Delhi-110 023, along with copies of relevant supporting self attested documents like proof of age, qualification, category certificate, disability certificate etc.

APPLICATION FORM FOR APPOINTMENT ON DEPUTATION POST


Photo

Advt. No. 06/2018/Estt

1.	Name and Address (In Block Letters)	
2.	Date of Birth (in Christian era)	
3.	I. Date of entry to service	
	II. Date of retirement under central/state Government Rules	
4.	Educational Qualifications	
5.	Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same)	
	Qualification /Experience required as mention in the advertisement/vacancy circular	Qualification/Experience possessed by the officer
	Essential	Essential
	A) Qualification	A) Qualification
	B) Experience	B) Experience
	Desirable	Desirable
	C) Qualification	C) Qualification
	D) Experience	D) Experience
5.1	Note: This column needs to be amplified to indicate essential and desirable qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of circular and issue of advertisement in the Employment News.	
5.2	In the case of degree and post graduate qualifications elective/main subjects and subsidiary subjects may be indicated by the candidate.	
6.	Please state clearly whether in the light of entries made by you above, you meet the requisite essential qualifications and work experience of the post	
6.1	Note: Borrowing Departments are to provide their specific comments/views confirming the relevant essential qualification/work experience possessed by the candidate(as indicated in the bio-data) with reference to the post applied.	
7.	Details of employment in chronological order. Enclose separate sheet duly authenticated by your signature, if the space below is insufficient.	

	Office/ Institution	Post held on regular basis	From	To	Pay Band and Grade pay/ Pay Scale of the post held on regular basis	Nature of duties (in detail) highlighting experience required for the post applied for

Important pay-band and grade pay granted under ACP/MACP are personal to the officer and therefore should not be mentioned. Only pay band and grade pay/pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present pay bands and grade pay where such benefits have been drawn by the candidate may be indicated as below.

Office/Institution	Pay, Pay Band and Grade Pay drawn under ACP/MACP scheme	From	To

8.	Nature of present employment i.e. Adhoc or Temporary or Permanent		
9.	In case the present employment is held on deputation/contract basis, please state		
a) The date of initial appointment	b) Period of appointment on deputation/contract	c) Name of the present office/organization to which applicant belongs.	d) Name of the post and pay of the post held in substantive
9.1	Notes: In case of Officers already on deputation, the applications such officers should be forwarded by the parent cadre/ department along with cadre clearance, vigilance clearance and integrity certificate.		
9.2	Note: Information under column 9© & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/organization.		
10	If any post held on deputation in the post by the applicant date of return from the last deputation and other details		

11	<p>Additional details about present employment.</p> <p>Please state whether working under (indicate the name of your employer against the relevant column)</p> <p>a) Central Government  b) State Government  c) Autonomous Organization  d) Government Organization  e) Universities  f) Others</p>		
12	<p>Please state whether your are working in the same department and one in the feeder grade or feeder to feeder grade</p>		
13	<p>Are you revised scale of pay if yes, give the date from which the revision rank place and also indicate the pre-revised scale</p>		
14	<p>Total emoluments per month now drawn</p>		
	Basis pay in the PB	Grade Pay	Total Emoluments
15	<p>In case the applicant belongs to on organization which is not belongs to Central Government pay scales, the latest salary slips issued by the organization showing the following details may be enclosed</p>		
	Basic pay in the pay	Grade Pay	Total Emoluments
16	<p>A additional information, if any relevant to the post you applied for the support of your suitability for the post.  (This among other things may provide information with regard to (i) Additional academic qualification (ii) professional training (iii) work experience over and above prescribed. In this Vacancy Circular/ Advertisement)  ( Note: enclose a separate sheet, if the space is insufficient)</p>		
16.1	<p>Advertisement  The candidates are requested to including information with regard to:</p> <p>(i) Research publications and reports and special projects  (ii) Awards/Scholarship/Official Appreciation  (iii) Affiliation with the professional bodies/institutions  (iv) Patents registered in own name or achieved for the organization</p>		



	(v) Any research innovative measure involving official regularization (vi) Any other information. Note: enclose a separate sheet if the space is insufficient)	
17	Please state whether you are applying for deputation/STC/Absorption/Re-employment basis(officers under central/state governments are only eligible for "Absorption". Candidates of non government organization are eligible only for short term contract)	
17.1	The option of STC/Absorption/Re-employment are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment"	
18	Whether belongs to SC/ST	

I have carefully gave through the vacancy circular/advertisement and I am well aware that the information furnished in the curriculum duly supported by the documents in response of essential qualification/work experience submitted by me will also be assessed by the selection committee at the time of selection for the post. The information/details provided by me are correct and true to the based of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld .

(Signature of candidate)

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

Certification by the Employee/ Cadre Controlling Authority

The information/ detail provided in the above application by the applicant are true and correct as per the facts available on records. He/ She possesses educational qualification and experience mentioned in the vacancy circular. If selected he/ she will be relieved immediately.

Also certified that:

- i) There is no vigilance or disciplinary case pending/ contemplated against Shri/Smt. \_\_\_\_\_
- ii) His/ Her Integrity is certified
- iii) His/Her CR dossier in original is enclosed/photocopy of ACR for the last five years duly attested by an officer of the rank of under secretary of the government of India or above are enclosed.
- iv) No major/minor penalty has been imposed on him/ her during the last ten years or a list of major/minor penalty imposed on him/ her during the last ten year enclosed ( as the case may be)

Counter signed

(Employer/Cadre Controller Authority with seal)

**APPLICATION FORM FOR RECRUITMENT TO THE POST OF .....ON  
RE-EMPLOYMENT/ SHORT TERM CONTRACT/ DIRECT RECRUITMENT BASIS**

Paste here firmly  
recent photograph

(4 cm x 5 cm)  
(do not staple)

Advt. No. 06/2018/Estt

Post applied for: \_\_\_\_\_

1. Name of Candidate : \_\_\_\_\_  
(As per matriculation certificate)
2. Father's Name : \_\_\_\_\_
3. Mother's Name : \_\_\_\_\_
4. Date of Birth : \_\_\_\_\_  
(As per matriculation certificate)
- 4(a). Age as on 25.02.2019 : \_\_\_\_\_
- 4(b). Whether seeking age relaxation : \_\_\_\_\_
5. Gender (Male/Female) : \_\_\_\_\_
6. Nationality : \_\_\_\_\_
7. Details of fee : \_\_\_\_\_  
(DD/Bankers Cheque No. & date)
8. Category : \_\_\_\_\_  
(whether SC/ST/OBC/General)
9. Whether Physically Handicapped : \_\_\_\_\_  
(OH/VH/HH)
- 9(a). If VH, whether scribe is required : \_\_\_\_\_  
or not
10. Medium of skill test : \_\_\_\_\_  
(English / Hindi)

11.Educational/Professional Qualification:

Sl. No.	Exam/ Degree Passed	School/ College/ University	Subject Taken	Year of passing	Class/ Division & %age

12.Experience:

Name of the Employer/ Organisation	Post Held	From	to	Nature of duties	Scale of pay and last salary drawn

13. Permanent Address :

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14. Address for Communication along with Pin No. :

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15. Mobile No. (if any) :

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16. E-mail-ID (if any) :

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17. Any other information : \_\_\_\_\_  
\_\_\_\_\_

Dated:

(Signature of the candidate)

**DECLARATION**

(i) I have not submitted any other application for this examination. I am aware that if I contravene this rule, my application will be rejected summarily by the Commission.

(ii) I have read the provisions in the Notice of the examination carefully and I hereby undertake to abide by them.

(iii) I further declare that I fulfill all the conditions of eligibility regarding age limits, educational qualifications etc., prescribed for admission to the examination.

(iv) \* For Central Govt. Civilian Employees seeking age relaxation

I declare that I am a Central Govt. Civilian Employee and completed 3 years regular service or regular length of service stipulated in the notice of the examination on or before date of closing of submitting application form given in the notice.

(v) \*For candidate belonging to OBC

I declare that I belong to the community which is recognized as a backward class by the Govt. of India for the purpose of reservation in services as per orders contained in Deptt. Of Personnel & Training Office Memorandum No. 36012/22-93-Estt (SCT) dated 8.9.1993. I also declare that I do not belong to the person/sections (creamy layer) mentioned in column 3 of the schedule of the OM mentioned above and modified vide Govt. of India DOPT OMs mentioned in the Notice. I further declare that I am in possession of OBC Certificate as per the prescribed format.

(vi) I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found suppressed/false or incorrect or ineligibility being detected before or after the examination, my candidature/appointment is liable to be cancelled.

Place :

Date :

(Signature of the candidate)

{unsigned application will be rejected}