

No. A-35016/2/2015-HR
Government of India
Ministry of Micro, Small & Medium Enterprises
(HR Section)

Udyog Bhawan, New Delhi
Dated : 03.06.2025

OFFICE MEMORANDUM

Sub: Filling up of the posts of Economic Investigator Grade-II in the Ministry of Micro, Small & Medium Enterprises on deputation (including short-term contract) basis.

The undersigned is directed to say that two posts of Economic Investigator Grade-II in the pay scale of Rs 35400 – 112400/- (Level-6) of the Pay Matrix (VII CPC) General Central Service, Group 'B' Non-Gazetted, (Non-Ministerial) are proposed to be filled on deputation (including short-term contract) basis, in the Ministry of Micro, Small & Medium Enterprises.

2. The pay of the selected candidates for appointment to the post will be regulated in accordance with the instructions contained in the Department of Personnel & Training's O.M. No. 6/8/2009-Estt.(Pay-II) dated 17.06.2010 as amended from time to time. Particulars of eligibility conditions and qualifications etc. prescribed for the post are mentioned in Annexure-I.

3. It is requested that the applications of eligible and willing candidates submitted in the prescribed proforma (Annexure-II), who in the event of their selection, can be relieved immediately, may be forwarded to **The Under Secretary (HR), Ministry of Micro, Small & Medium Enterprises, Room No.429-D, Udyog Bhawan, Maulana Azad Road, New Delhi -110011** within 1 month from date of publication of advertisement in Employment Newspaper/ Rozgar Samachar together with the attested photocopies of their complete and up-to-date CR Dossiers for the last five years and Vigilance clearance. Application received after last date, without complete up-to-date APAR's or incomplete in any other respect will not be considered. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

N. Raja Swamy
(N. Raja Swamy) 3/6/2025

Under Secretary to the Government of India
Tele. No. 23063293

To,

1. All Ministries/ Departments of the Government of India with the request that wide publicity may be given to the contents of this O.M.
2. All Sections of the Ministry of MSME.
3. Office of the DC (MSME) (Dy. Dir. Admn), Nirman Bhawan, New Delhi.
4. Guard File.
5. Website of the Ministry of MSME (msme.gov.in).

ANNEXURE-I

Filling up the post of Economic Investigator Grade-II in the Ministry of Micro, Small & Medium Enterprises on deputation (including short-term contract) basis.

Name of the post	Economic Investigator Grade-II
Number of the post	2 (two)
Classification	General Central Service, Group 'B' Non-Gazetted, Non-Ministerial.
Scale of pay	Rs 35400 – 112400/- (Level-6) of the Pay Matrix (VII CPC)
Eligibility	Officials under the Central/State Government/ Autonomous Institutions under Central Government Holding analogous post on regular basis Or five years' regular service in a post in the Level-4 of Pay matrix (VII CPC)
Educational Qualification	Graduation with Economics as one of the subjects from a recognized university.
Period of Deputation	Initially for a period of one year. (Extendable up to 5 years)

Note: - The period of deputation including the period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organization/Department of the Central Government shall ordinarily not exceed 3 years. The maximum age limit for deputation (including short-term contract) shall not exceed 56 years as on closing date of receipt of applications.

BIO-DATA FOR THE POST OF ECONOMIC INVESTIGATOR GRADE-II

1. Name & Address :

2. Date of Birth :

3. Educational Qualifications :

4. Whether educational or other :
 qualifications required for the post
 are satisfied,
 (if yes, state the same as under)

5. Educational Qualifications/Experience :
 Desirable qualification :

Details of employment, in chronological order					
Office	Post held	From	To	Scale of Pay & Basic Pay	Nature of Duties

6. Nature of Present employment
 i.e. ad-hoc/temporary/permanent :

7. In case, present employment is held
 on deputation basis, state-

- a. the date of initial appointment
- b. period of appointment on deputation
- c. name of the parent office/organization

8. Whether belongs to SC/ST/OBC :

9. Experience relevant to the post of :
 Economic Investigator Grade-II or
 additional information, if any which
 you like to mention in support of
 your suitability to the post.

10. Remarks. :

Signature of the candidate:
 Address:

Date:

Certificate to be recorded by the employer while forwarding the application:

1. Certified that the particulars of the Officer have been verified and found to be correct.
2. It is certified that no disciplinary proceedings are either pending or/being contemplated against the officer. Integrity of the officer is also certified.

Signature of the Head
of the Department
(With stamp)

Note: - Any application received after the closing date will be rejected irrespective of the fact that the applicant had submitted the application to the employer before that date. Application without Character Rolls, Incomplete application not in accordance with the format/particulars will not be entertained.