

सरदार वल्लभभाई पटेल राष्ट्रीय पुलिस अकादमी  
SARDAR VALLABHBHAI PATEL NATIONAL POLICE ACADEMY

भारत सरकार : गृह मंत्रालय

Government of India : Ministry of Home Affairs

हैदराबाद-500 052 : Hyderabad - 500 052.

No.15011/08/2015/Estt/A2 - 283

Dated 11 /03/ 2025

To,

1. All Ministries / Departments of Government of India.
2. The Chief Secretaries to the Governments of all States / UTs.
3. The Directors General / Inspectors General of Police of all States / UTs.
4. The Director General, CBI, CGO Complex, Lodhi Road New Delhi.
5. The Chief Forensic Scientist, Directorate of Forensic Science, Block, No.9, 8<sup>th</sup> Floor, CGO Complex, Lodhi Road, New Delhi-110 003.
6. The Directors of all Central Forensic Science Laboratories (CFSLs).
7. The Directors of all State Forensic Science Laboratories (SFSLs).
8. The Director, National Institute of Criminology and Forensic Science (NICFS).
9. The Govt. Examiner of Questioned Documents (GEQDs) of Andhra Pradesh, West Bengal, Shimla and Chandigarh.
10. All Universities/Recognized Research Institutions/Semi-Government, Statutory or Autonomous Organization.

**Sub: Deputation - Inviting nominations for the post of Assistant Director (Scientific Aids) in the SVP National Police Academy, Hyderabad by deputation (including short-term contract) for four years.**

\* \* \*

Sir,

Nominations are invited for the post of Assistant Director (Scientific Aids) in Level-11 in the Pay Matrix [Rs.67,700-2,08,700], in this Academy. The post is to be filled by deputation (including short-term contract) for four years.

2. The eligibility criteria (educational qualifications, experience, etc) and details of the post are furnished in the enclosed **Annexure – I**.

3. It is requested that the above vacancy may kindly be circulated among all Departments / Institutions / Offices under your charge and also to host on their website. The nominations of eligible officers along with the following documents may please be forwarded to this Academy through proper channel at the earliest and in any case not later than 60 days from the date of publication of the notice in the Employment News /Rozgar Samachar:

- a. Bio-data in the prescribed proforma (**Annexure-II**), duly attested.
- b. Attested copies of Annual Confidential Reports for the last five years (from 2019-20 to 2023-24).
- c. Details of Major and Minor penalties for the last 10 years.
- d. Certificate(s) of Integrity, Vigilance and Cadre Clearance.

The details including prescribed proforma and eligibility conditions etc are also available in this Academy website : <http://www.svpnpa.gov.in> under 'Vacancies' tab.

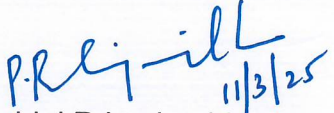
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4. The Cadre Controlling Authorities may ascertain that the particulars of the nominated officers are correct as per the service records and meeting the eligibility criteria.

5 This is issued with the approval of the Director.

Encl: Annexure I & II

Yours faithfully,

  
11/3/25  
(Rohini Priyadarshini P)  
Assistant Director (Estt)

Copy to :

1. The Secretary to the Government of India, Ministry of Home Affairs, North Block, New Delhi – 110 001 for favour of information.
2. The DD(IT), SVPNPA for hosting the advertisement on the Academy's website.

**Details of the post of Assistant Director (Scientific Aids)  
in the SVP National Police Academy, Hyderabad – 500 052**

1	Name of the post	Assistant Director (Scientific Aids)
2	Classification of the post	General Central Service, Group 'A' Gazetted, Non-Ministerial
3	Scale of Pay	Level -11 in the Pay Matrix
4	Deputation period	04 years
5	DA, HRA & other allowances	As admissible under the Central Government Orders from time to time.
6	Training Allowance (admissible only to the persons working in Government Departments)	As admissible under the Central Government orders from time to time.
6	Method of Recruitment	By deputation (including Short-term Contract)
7	Eligibility Criteria (Educational Qualifications, Experience, etc.)	<p><u>Deputation (including Short-term Contract):-</u></p> <p>Officers under the Central Government or State Governments or Union territories or Autonomous or Statutory Organization or Public Sector Undertakings or Universities or Recognised Research Institutes:</p> <p>(a) (i) Holding analogous posts on regular basis in the parent cadre or department; <b>or</b></p> <p>(ii) with five years regular service in posts in Level-10 in the Pay Matrix (Rs. 56,100-1.77,500/-) or equivalent in the parent cadre or department; <b>and</b></p> <p>(b) possessing the following educational qualifications and experience:</p> <p><b>Essential:</b></p> <p>(i) M.Sc in Forensic Science or Physics or Chemistry or Zoology or Biochemistry or Botany or Molecular Biology from a recognized university or institute.</p> <p>(ii) Five years' experience in Central or State Forensic Laboratories or five years teaching or research experience in forensic science.</p>
8	Nature of duties	The Assistant Director (Scientific- Aids) will be in-charge of the Forensic Section in the Academy and shall be responsible for efficient working of Forensic Section. He/She is required to teach the subject of Forensic Science for the basic courses and in-service courses. He/She will also be responsible for conducting Courses, Seminars and Workshops assigned to him/her when nominated as Course Coordinator. He/She will also be responsible for any additional duties assigned to him/her by the Deputy Directors, Joint Directors and Director as notified from time to time.
9	Deputation / age	<p>Note-1: The period of deputation (including short-term contract) including the period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appoint in the same or some other organisation or department of the Central Government shall ordinarily not exceed four years.</p> <p>Note-2: The maximum age-limit for appointment by deputation (including short-term contract) shall not be exceeding fifty- six years as on the closing date of receipt of application.</p>

**BIO -DATA/ CURRICULUM VITAE PROFORMA**

1. Name and Address ( in Block Letters)		
2. Date of Birth ( in Christian era)		
3. i) Date of entry into service		
3. 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)		
Qualifications / Experience required as mentioned in the advertisement / vacancy circular	Qualifications / experience possessed by the officer.	
<b>Essential</b>	<b>Essential</b>	
A) Qualification	A) Qualification	
b) Experience	B) Experience	
<b>Desirable</b>	<b>Desirable</b>	
A) Qualification	A) Qualification	
b) Experience	B) Experience	
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.		

7. Details of Employment in chronological order. Enclose a 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 details) 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 Band 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 Quasi-Permanent 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 parent office/ organization to which the applicant belongs.	d) Name of the post and pay of the post held in substantive capacity in the parent organization.
10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.			
11. Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column) a) Central Government b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others.			
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.			
13. Are you in Revised Scale of Pay ? If yes, give the date from which the revision took place and also indicate the pre-revised scale.			
14. Total emoluments per month now drawn			
Basic Pay in the PB	Grade Pay	Total emoluments	

15. In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation showing the following details may be enclosed.

Basic Pay in the PB	Dearness Pay/ interim relief. other allowances etc ( with break –up details)	Total Emoluments.
16.A <b>Additional information</b> , if any, relevant to the post you applied for in support of your suitability for the post. This among other thing may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/ Advertisement). (Note: Enclose a separate sheet, if the space is insufficient)		
16.B <b>Achievements:</b> The candidates are requested to indicate information with regard to ; (i) Research publications and reports and special projects		

(ii) Awards/ Scholarships/ Official Appreciation (iii)Affiliation with the professional bodies / institutions/ societies and ; (iv)Patents registered in own name or achieved for the organization (v)Any research/ innovative measure involving official recognition (vi) Any other information. <b>(Note: Enclose a separate sheet if the space is insufficient)</b>	
17. Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis. #(Officers under Central /State Governments are only eligible for “Absorption”. Candidates of non Government Organizations are eligible only for short term Contract).	
#( 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 gone through the vacancy circular/ advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect 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 best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

Signature of the Candidate

Date :

Contact Address \_\_\_\_\_

Mobile No. \_\_\_\_\_

e-mail ID: \_\_\_\_\_

**Certification by the Employer/ Cadre Controlling Authority.**

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

2. **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 Dossier in original is enclosed/ photocopies of the ACRs for the last 05 years duly attested by an officer of the rank of Under Secretary of the Govt of India or above are enclosed.
- iv) No major/ minor penalty has been imposed on him/ her during the last 10 years **Or A** list of major/ minor penalties imposed on him / her during the last 10 years is enclosed (as the case may be).

Countersigned

\_\_\_\_\_  
(Employer/ Cadre Controlling Authority with Seal)

Note : Attested copies of Annual Confidential Reports for the preceding five years (from 2019-20 to 2023-24) along with Integrity, Vigilance Certificate and details of Major/Minor penalty for the last 10 years should be enclosed.