



राष्ट्रीय डोप परीक्षण प्रयोगशाला
National Dope Testing Laboratory (NDTL)
(Ministry of Youth Affairs & Sports, Department of Sports, Government of India)
East Gate No.10, JLN Stadium Complex,
NEW DELHI 110 003

File No. 338/ADMN/NDTL (RECTT-DEPUTATION)/2021-22

Date : 07.04.2021

Subject: Filing up of vacant posts in the NDTL by deputation (including short term contract) basis- regarding

The National Dope Testing Laboratory (NDTL) has been established as an autonomous body under the Ministry of Youth Affairs and Sports, Government of India for undertaking human sports dope testing & allied research thereon. It is accredited by the National Accreditation Board for Testing & Calibration Laboratories (NABL) for (ISO/IEC 17025) and the World Anti-Doping Agency (WADA) for testing of urine & blood samples from human sports. It is a state-of-the-art laboratory equipped with modern and latest analytical equipment.

2. Applications are invited from eligible candidates from to fill up the vacant posts by deputation on foreign service terms basis including on short term contract basis as detailed below. Period of deputation (including short-term contract) including period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or any other organisation/Department of Central Government shall ordinarily not to exceed four years. The maximum age limit for appointment by deputation shall be not exceeding 56 years, as on the closing date of receipt of applications.

- (i) Director (Scientist F)
- (ii) Senior Technical Officer (Information Technology)
- (iii) Section Officer

3. Consequent to recommendations of Seventh Pay Commission, the pay scale in the Pay Bands have been replaced with Pay Matrix System. Therefore, for the purpose of interpretation relating to analogous posts, pre-revised scales of such posts shall be reckoned.

4. While forwarding the applications, the Cadre Controlling Authorities shall verify and ensure that the particulars furnished by the applicants are correct and no disciplinary case is either pending or contemplated against the officer concerned. The following documents should also be sent alongwith the application:

- (i) Application in the prescribed format,
- (ii) Complete and up-to-date ACR/APAR for the last 5 years from 2015-16 onwards or attested photocopy thereof,
- (iii) Vigilance Certificate/Clearance,
- (iv) Integrity Certificate/Clearance
- (v) A Statement of major/minor penalties, if any, imposed upon the officer during the last 10 years.

5. Applicants are requested to ensure that their applications forwarded through their Cadre Controlling Authority. The Cadre Controlling Authorities are requested that applications of eligible and willing officers may be forwarded in the Proforma (PART-A, PART-B AND PART-C) addressed to the Deputy Director (Admn), NDTL, EAST GATE NO 10, JLN STADIUM COMPLEX, Lodhi Road, NEW DELHI 110 003, within 30 days from the date of publication of this advertisement in the Employment News/Rozgar Samachar. However, only applications received from Cadre Controlling Authority duly completed in all the respect with all documentary formalities as mentioned in para 5 above, will be considered for selection. Incomplete applications or applications not received through proper channel or applications received after due date are liable to be rejected.

6. NDTL reserves the right to reject any or all the applications without assigning any reason whatsoever.

(G K Venkatesan)
Deputy Director (Admn)

(i) NAME OF THE POST : DIRECTOR (SCIENTIST F)

1	Name of the Post	Director (Scientist 'F')
2	Number of Posts	1 (Subject to variation dependent on workload)
3	Classification	Group 'A'
4	Scale of Pay	Rs.131,100-216600 [Pay Level 13 A in the Pay Matrix as per 7 th CPC]
5	Method of recruitment	By Composite Method: By Deputation (Including Short Term Contract)/ Promotion.
6	Eligibility Criteria	Deputation (Including short term contract): Officers of the Central/State Government/PSUs/ Autonomous Bodies (i)Holding analogous post on regular basis or

		<p>(ii) having 2 years regular service in the Pay Matrix Level : 13 Rs.123100-215900 and possessing</p> <p>(i) Ph D. in Chemical / Biological/ Pharmaceutical Sciences in relevant fields from a UGC/AICTE recognized University / Institute;</p> <p>(ii) Twelve years' experience in Research & Development and / or scientific activities in relevant area of drug analysis out of which Five years in a responsible capacity in scientific administration, planning/ designing and execution/ managing/ directing the scientific research and laboratory operations and matters connected thereto.</p> <p>Desirable :-</p> <p>(i) Experience and competence in the analysis of chemical and biological material in the field of drug testing</p> <p>(ii) Experience in quality management system as per ISO/ IEC: 17025 and quality assurance processes.</p> <p>(iii) Research work of a high standard evidenced through publication in journals of repute.</p> <p>(iv) Knowledge of drug metabolism and pharmacokinetics.</p>
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(ii) NAME OF THE POST : SENIOR TECHNICAL OFFICER (INFORMATION TECHNOLOGY)

1	Name of the Post	Senior Technical Officer (Information Technology)
2	Number of Posts	1 (Subject to variation dependent on workload)
3	Classification	Group 'A'
4	Scale of Pay	Rs.56100-177500 [Pay Level 10 in the Pay Matrix as per 7 th CPC]
5	Method of recruitment	By Deputation (Including Short Term Contract).
6	Eligibility Criteria	Deputation (Including short term contract):

		<p>Officers of the Central/State Government/ PSUs/ Autonomous Bodies :</p> <p>(i) Holding analogous post on regular basis (or) having 3 years regular service in the PML 7 (Rs.44900-142400)</p> <p>and</p> <p>possessing</p> <p>(i) Bachelor's Degree in Engineering in Computer Science / Electronics & Communication/ Information Technology (IT) or MCA or M.Sc. (IT) from a UGC/AICTE recognized University / Institute;</p> <p>(ii) Four years post qualification experience in a reputed organization handling electronic data processing*.</p> <p>*The experience in electronic data processing must include :</p> <p>a) Data Administration and Operational work – Maintaining data base by collecting information from different sources;</p> <p>b) Website content management;</p> <p>c) Internet surfing;</p> <p>d) Handling bulk e-communications.</p> <p>Desirable:</p> <p>Development and Administration of the e-Systems, testing, installing and application of the new soft-wares and ensuring their functioning, up-gradation/ modification and replacement etc.</p>
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(iii) NAME OF THE POST : SECTION OFFICER

1	Name of the Post	Section Officer
2	Number of Posts	1 (Subject to variation dependent on workload)
3	Classification	Group B
4	Scale of Pay	Rs.44900-142400 [Pay Level 7 in the Pay Matrix as per 7 th CPC]

5	Method of recruitment	By Composite Method: Deputation (Including Short Term Contract) / Promotion
6	Eligibility Criteria	<p>Deputation (Including Short Term Contract):</p> <p>Officers of Central / State Government or Central/ State Public Sector Undertaking (PSU) or Autonomous or Statutory body possessing Bachelor's degree from a UGC/AICTE recognized University / Institute and handling assignments in Administration / Establishment or Finance & Accounts or Stores Management and</p> <p>(i) Holding analogous post on regular basis;</p> <p>Or</p> <p>(ii) With five years regular service in posts in Pay Level 6 in the Pay Matrix Rs.35400-112400 as per 7th CPC or equivalent.</p> <p>Desirable:</p> <p>(i) Post Graduate Degree or PG Diploma in Human Resource Management or Financial Management or Materials Management from a UGC/AICTE recognized University / Institute;</p> <p>(ii) Experience of working in research & development and / or scientific organization;</p> <p>(iii) Knowledge of quality management system as per ISO: IEC: 17025 in an Industrial / Scientific organization.</p> <p>Promotion: Assistant or Personal Assistant in the PML- Rs.35400-112400 having five years of regular service in the grade;</p>

APPLICATION PROFORMA FOR THE POST OF DIRECTOR (SCIENTIST 'F')

PART-A

(Application preferably typed)

1. Post applied for on deputation basis or short term contract basis (please indicate specifically)
2. Name of Applicant (in Block letters)
3. Address in Block Letters
4. Contact No. Landline (with STD Code) :
Mobile No:
5. E-Mail including alternative e-mail (if any)
6. Category(Gen/SC/ST /OBC)
7. Date of Birth
8. Date of Retirement under Central Government Rules
9. Educational Qualification (in case of insufficient space, please attach separate sheet duly signed by the applicant) [from Graduation onwards]

Sl.No	Exam Passed	Year	Subjects Offered	Board/University	% age of marks

10. Details of employment in Chronological order (in case of insufficient space, please attach separate sheet duly signed by the applicant.)

Office/ Institution/ Organization	Post Held	From	To	Scale of Pay/Pay Band & Grade Pay and basic pay. (in CDA/IDA Pattern)	Nature of Duties.

11. 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	Qualifications/Experience possessed by the officer
<p>Essential:</p> <p>Officers of the Central/State Government/PSUs/ Autonomous Bodies</p> <p>(i) Holding analogous post on regular basis or</p> <p>(ii) having 2 years regular service in the Pay Matrix Level : 13 Rs.123100-215900 and possessing</p> <p>(i) Ph D. in Chemical / Biological/ Pharmaceutical Sciences in relevant fields from a UGC/AICTE recognized University / Institute;</p> <p>(ii) Twelve years' experience in Research & Development and / or scientific activities in relevant area of drug analysis out of which Five years in a responsible capacity in scientific administration, planning/ designing and execution/ managing/ directing the scientific research and laboratory operations and matters connected thereto.</p> <p>Desirable</p> <p>(i) Experience and competence in the analysis of chemical and biological material in the field of drug testing</p> <p>(ii) Experience in quality management system as per ISO/ IEC: 17025 and quality assurance processes.</p> <p>(iii) Research work of a high standard evidenced through publication in journals of repute.</p> <p>(iv) Knowledge of drug metabolism and pharmacokinetics.</p>	

12. Nature of present employment, i.e. Adhoc or Temporary or Permanent
13. In case the present employment is held on Deputation/Contract basis, please state:-
 - (a) The date of initial appointment on Deputation/Contract
 - (b) Period of appointment on Deputation/Contract
 - (c) Name and address of the parent office/organization to which applicant belongs.
14. Additional details about present employment. Please state whether working under:-
 - (a) Central Government/State Govt.
 - (b) Autonomous Body
 - (c) PSU/Statutory Body/University
15. Gross monthly emoluments drawn with grade pay (Please provide details thereof)
(Also specify whether CDA pattern or IDA pattern or grade pay equivalent to CDA pattern)
16. Additional information, if any, which you would like to mention in support of your suitability to the post. (This is among other things may provide information with regard to
 - (i) additional academic qualification
 - (ii) professional training
 - (iii) work experience over and above prescribed in the advertisement

(Please use separate sheet in case space is insufficient)

17. Remarks: The candidate may indicate information with regard to
 - (i) Research Publications and Reports and Special Projects
 - (ii) Awards/Scholarship/Official Appreciation
 - (iii) Affiliation with the Professional Bodies/institutions/Societies and
 - (iv) Any other information

(Please use separate sheet in case space is insufficient)

DECLARATION: I have read the terms and conditions of appointment and certify that the above information is true to the best of my knowledge and belief. Further, I am liable to be disqualified even after my appointment at NDTL, in case, any information given above is found to be incorrect/incomplete or false/forged.

Place & Date:

Signature of the applicant

PART-B

FOR THE USE OF CADRE CONTROLLING AUTHORITY/DEPARTMENT ONLY

1.	Whether the officer meets eligibility requirement as on the closing date of application	
2.(a)(i)	Whether any vigilance case is pending or contemplated Against the officer	
(ii)	If yes, please give details	
(b)(i)	Whether any Major/Minor penalty has been imposed on the proposed officer during the last ten years	
(ii)	If yes, please give details	
(iii)	Indicate whether any penalty is in operation as on date.	
(c)	Whether officer is presently working in parent cadre or deputation or another ex-cadre post, if on deputation or another ex-cadre post date from which deputation or another ex-cadre post and the remaining tenure of his cadre clearance. Whether cadre clearance for the officer by the Competent authority has been granted as required for the post.	
(d)	Whether IPR for the year ending 2019 submitted within prescribed time.	

It is certified that the information/entries furnished by the officer has been verified from the service records.

Date:

Signature.....

Name:

Designation:

(with stamp)

PART-C

Check-list of documents to be attached

(Please tick)

1.	Application in prescribed format duly forwarded by the sponsoring authority	
2.	Complete and up to date C.R. dossier for the last five years from 2015-16 onwards or attested photocopy thereof	
3.	If ACR/APAR has not been written for a particular year or a part (more than three months) of a year, a No Report Certificate (NRC) for that period to be attached along with ACR/APARs of the previous years(s)	
4.	Vigilance Clearance Certificate	
5.	Integrity Certificate	
6.	Major/Minor Penalty Statement	
7.	Cadre clearance from cadre controlling/appointing authority	

Signature of the forwarding authority

(with stamp)

APPLICATION PROFORMA FOR THE POST OF SENIOR TECHNICAL OFFICER (INFORMATION TECHNOLOGY)

PART-A

(Application preferably typed)

1. Post applied for on deputation basis or short term contract basis (please indicate specifically)
2. Name of Applicant (in Block letters)
3. Address in Block Letters
4. Contact No. Landline (with STD Code) :
Mobile No:
5. E-Mail including alternative e-mail (if any)
6. Category(Gen/SC/ST /OBC)
7. Date of Birth
8. Date of Retirement under Central Government Rules
9. Educational Qualification (in case of insufficient space, please attach separate sheet duly signed by the applicant)

Sl.No	Exam Passed	Year	Subjects Offered	Board/University	% age of marks

10. Details of employment in Chronological order (in case of insufficient space, please attach separate sheet duly signed by the applicant.)

Office/ Institution/ Organization	Post Held	From	To	Scale of Pay/Pay Band & Grade Pay and basic pay. (in CDA/IDA Pattern)	Nature of Duties.

11. 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	Qualifications/Experience possessed by the officer
<p>Essential:</p> <p>Officers of the Central/State Government/ PSUs/ Autonomous Bodies :</p> <p>(ii) Holding analogous post on regular basis (or) having 3 years regular service in the PML 7 (Rs.44900-142400)</p> <p>and possessing</p> <p>(i) Bachelor's Degree in Engineering in Computer Science / Electronics & Communication/ Information Technology (IT) or MCA or M.Sc. (IT) from a UGC/AICTE recognized University / Institute;</p> <p>(ii) Four years post qualification experience in a reputed organization handling electronic data processing*.</p> <p>*The experience in electronic data processing must include :</p> <p>e) Data Administration and Operational work – Maintaining data base by collecting information from different sources;</p> <p>f) Website content management;</p> <p>g) Internet surfing;</p> <p>h) Handling bulk e-communications.</p> <p>Desirable:</p> <p>Development and Administration of the e-Systems, testing, installing and application of the new soft-wares and ensuring their functioning, up-gradation/ modification and replacement etc.</p>	

12. Nature of present employment, i.e. Adhoc or Temporary or Permanent
13. In case the present employment is held on Deputation/Contract basis, please state:-
(d) The date of initial appointment on Deputation/Contract
(e) Period of appointment on Deputation/Contract
(f) Name and address of the parent office/organization to which applicant belongs.

14. Additional details about present employment. Please state whether working under:-
(a) Central Government/State Govt.
(b) Autonomous Body
(c) PSU/Statutory Body/University

15. Gross monthly emoluments drawn with grade pay (Please provide details thereof)
(Also specify whether CDA pattern or IDA pattern or grade pay equivalent to CDA pattern)

16. Additional information, if any, which you would like to mention in support of your suitability to the post. (This is among other things may provide information with regard to
(iv) additional academic qualification
(v) professional training
(vi) work experience over and above prescribed in the advertisement

(Please use separate sheet in case space is insufficient)

17. Remarks: The candidate may indicate information with regard to

- (i) Research Publications and Reports and Special Projects
(ii) Awards/Scholarship/Official Appreciation
(iii) Affiliation with the Professional Bodies/institutions/Societies and
(iv) Any other information

(Please use separate sheet in case space is insufficient)

DECLARATION: I have read the terms and conditions of appointment and certify that the above information is true to the best of my knowledge and belief. Further, I am liable to be disqualified even after my appointment at NDTL, in case, any information given above is found to be incorrect/incomplete or false/forged.

Place & Date:

Signature of the applicant

PART-B

FOR THE USE OF CADRE CONTROLLING AUTHORITY/DEPARTMENT ONLY

1.	Whether the officer meets eligibility requirement as on the closing date of application	
2.(a)(i)	Whether any vigilance case is pending or contemplated Against the officer	
(ii)	If yes, please give details	
(b)(i)	Whether any Major/Minor penalty has been imposed on the proposed officer during the last ten years	
(ii)	If yes, please give details	
(iii)	Indicate whether any penalty is in operation as on date.	
(c)	Whether officer is presently working in parent cadre or deputation or another ex-cadre post, if on deputation or another ex-cadre post date from which deputation or another ex-cadre post and the remaining tenure of his cadre clearance. Whether cadre clearance for the officer by the Competent authority has been granted as required for the post.	
(d)	Whether IPR for the year ending 2019 submitted within prescribed time.	

It is certified that the information/entries furnished by the officer has been verified from the service records.

Date:

Signature of the forwarding authority

(with stamp)

PART-C

Check-list of documents to be attached

(Please tick)

1.	Application in prescribed format duly forwarded by the sponsoring authority	
2.	Complete and up to date C.R. dossier for the last five years from 2015-16 onwards or attested photocopy thereof	
3.	If ACR/APAR has not been written for a particular year or a part (more than three months) of a year, a No Report Certificate (NRC) for that period to be attached along with ACR/APARs of the previous years(s)	
4.	Vigilance Clearance Certificate	
5.	Integrity Certificate	
6.	Major/Minor Penalty Statement	
7.	Cadre clearance from cadre controlling/appointing authority	

Signature of the forwarding authority

(with stamp)

APPLICATION PROFORMA FOR THE POST OF SECTION OFFICER

PART-A

(Application preferably typed)

1. Post applied for on deputation basis or short term contract basis (please indicate specifically)
2. Name of Applicant (in Block letters)
3. Address in Block Letters
4. Contact No. Landline (with STD Code) :
Mobile No:
5. E-Mail including alternative e-mail (if any)
6. Category(Gen/SC/ST /OBC)
7. Date of Birth
8. Date of Retirement under Central Government Rules
9. Educational Qualification (in case of insufficient space, please attach separate sheet duly signed by the applicant)

Sl.No	Exam Passed	Year	Subjects Offered	Board/University	% age of marks

10. Details of employment in Chronological order (in case of insufficient space, please attach separate sheet duly signed by the applicant.)

Office/ Institution/ Organization	Post Held	From	To	Scale of Pay/Pay Band & Grade Pay and basic pay. (in CDA/IDA Pattern)	Nature of Duties.

11. 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	Qualifications/Experience possessed by the officer
<p>Essential:</p> <p>Officers of Central / State Government or Central/ State Public Sector Undertaking (PSU) or Autonomous or Statutory body possessing Bachelor's degree from a UGC/AICTE recognized University / Institute and handling assignments in Administration / Establishment or Finance & Accounts or Stores Management and</p> <p>(i) Holding analogous post on regular basis;</p> <p>Or</p> <p>(ii) With five years regular service in posts in Pay Level 6 in the Pay Matrix Rs.35400-112400 as per 7th CPC or equivalent.</p> <p>Desirable:</p> <p>(iii) Post Graduate Degree or PG Diploma in Human Resource Management or Financial Management or Materials Management from a UGC/AICTE recognized University / Institute;</p> <p>(iv) Experience of working in research & development and / or scientific organization;</p> <p>(vi) Knowledge of quality management system as per ISO: IEC: 17025 in an Industrial / Scientific organization.</p>	

12. Nature of present employment, i.e. Adhoc or Temporary or Permanent

13. In case the present employment is held on Deputation/Contract basis, please state:-

(g) The date of initial appointment on Deputation/Contract

(h) Period of appointment on Deputation/Contract

- (i) Name and address of the parent office/organization to which applicant belongs.

14. Additional details about present employment. Please state whether working under:-

- (a) Central Government/State Govt.
- (b) Autonomous Body
- (c) PSU/Statutory Body/University

15. Gross monthly emoluments drawn with grade pay (Please provide details thereof)
(Also specify whether CDA pattern or IDA pattern or grade pay equivalent to CDA pattern)

16. Additional information, if any, which you would like to mention in support of your suitability to the post. (This is among other things may provide information with regard to

- (vii) additional academic qualification
- (viii) professional training
- (ix) work experience over and above prescribed in the advertisement

(Please use separate sheet in case space is insufficient)

17. Remarks: The candidate may indicate information with regard to

- (i) Research Publications and Reports and Special Projects
- (ii) Awards/Scholarship/Official Appreciation
- (iii) Affiliation with the Professional Bodies/institutions/Societies and
- (iv) Any other information

(Please use separate sheet in case space is insufficient)

DECLARATION: I have read the terms and conditions of appointment and certify that the above information is true to the best of my knowledge and belief. Further, I am liable to be disqualified even after my appointment at NDTL, in case, any information given above is found to be incorrect/incomplete or false/forged.

Place & Date:

Signature of the applicant

PART-B

FOR THE USE OF CADRE CONTROLLING AUTHORITY/DEPARTMENT ONLY

1.	Whether the officer meets eligibility requirement as on the closing date of application	
2.(a)(i)	Whether any vigilance case is pending or contemplated Against the officer	
(ii)	If yes, please give details	
(b)(i)	Whether any Major/Minor penalty has been imposed on the proposed officer during the last ten years	
(ii)	If yes, please give details	
(iii)	Indicate whether any penalty is in operation as on date.	
(c)	Whether officer is presently working in parent cadre or deputation or another ex-cadre post, if on deputation or another ex-cadre post date from which deputation or another ex-cadre post and the remaining tenure of his cadre clearance. Whether cadre clearance for the officer by the Competent authority has been granted as required for the post.	
(d)	Whether IPR for the year ending 2019 submitted within prescribed time.	

It is certified that the information/entries furnished by the officer has been verified from the service records.

Date:

Signature of the forwarding authority

(with stamp)

PART-C

Check-list of documents to be attached

(Please tick)

1.	Application in prescribed format duly forwarded by the sponsoring authority	
2.	Complete and up to date C.R. dossier for the last five years from 2015-16 onwards or attested photocopy thereof	
3.	If ACR/APAR has not been written for a particular year or a part (more than three months) of a year, a No Report Certificate (NRC) for that period to be attached along with ACR/APARs of the previous years(s)	
4.	Vigilance Clearance Certificate	
5.	Integrity Certificate	
6.	Major/Minor Penalty Statement	
7.	Cadre clearance from cadre controlling/appointing authority	

Signature of the forwarding authority

(with stamp)