



गंभीर कपट अन्वेषण कार्यालय
भारत सरकार
Serious Fraud Investigation Office
Government of India



B-3 Wing, 2nd Floor, Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi-110003
बी-3 विंग, द्वितीय तल, पंडित दीनदयाल अंत्योत्थ भवन, केंद्रीय कार्यालय परिसर, लोधी रोड, नई दिल्ली-110003

सं./No. SFIO/ADMN-II/BILLS/0034/2015-ADMN-II-Part(1)(6528)//

It is proposed to fill up the following vacancies in this office on deputation (ISTC) basis: -

S. No.	Designation	Tentative no. of vacancies	Level in the pay matrix as per 7 th CPC	Tentative Place of Posting
01	Additional Director (Capital Market)	01	Level-13	Delhi / Mumbai / Kolkata / Chennai / Hyderabad
02	Joint Director (Financial Transaction)	01	Level-12	
03	Deputy Director (Corporate Law)	10	Level-11	
04	Deputy Director (Forensic Audit)	01		
05	Deputy Director (Investigation)	01		
06	Principal Private Secretary	01	Level-10	
07	Senior Assistant Director (Banking)	01		
08	Senior Assistant Director (Customs & Central Excise)	01		
09	Senior Assistant Director (Investigation)	01	Level-8	
10	Senior Prosecutor	02		
11	Assistant Director (Investigation)	04	Level-7	
12	Assistant Director (Law)	01		
13	Private Secretary	01		
Total		26		

- Since, these are the deputation (ISTC) posts, private candidates need not to apply.
- The number of posts advertised are tentative and may increase/decrease on administrative grounds. Interested and willing eligible candidates may forward their application/s, complete in all respects, through proper channel in prescribed proforma to The Director, Serious Fraud Investigation Office, Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi-110003 by Speed Post within 60 days from the date of publication of this advertisement in the Employment News. For details, etc. visit www.sfio.nic.in/ www.mca.gov.in.
- Separate applications may be forwarded for each post as per proforma along with photocopies of self-attested copies of educational qualifications, up to date ACRs/ APARs for the last 5 years, duly attested (on each page) by an officer of the level of Under Secretary or above, Vigilance Clearance Certificate, Integrity Certificate and the Certificate of major/minor penalty imposed on the officer during the last 10 years. The Cadre Controlling Authority may also certify that the particulars furnished by the officer have been verified and found correct.
- The selected candidates will also be eligible for Special Security Allowance @ 20% of the basic pay. No deputation allowance shall be admissible along with SSA.
- Applications received without ACRs/ APARs, Vigilance Clearance, self-attested copies of Educational Qualification, etc. or otherwise found incomplete will not be considered.

Senior Assistant Director [Admn.]



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2.	Joint Director (Financial Transaction)	01	Level-12	
3.	Deputy Director (Corporate Law)	10	Level-11	
4.	Deputy Director (Forensic Audit)	01		
5.	Deputy Director (Investigation)	01		
6.	Principal Private Secretary	01	Level-10	
7.	Senior Assistant Director (Banking)	01		
8.	Senior Assistant Director (Customs & Central Excise)	01		
9.	Senior Assistant Director (Investigation)	01		
10.	Senior Prosecutor	02	Level-8	
11.	Assistant Director (Investigation)	04		
12.	Assistant Director (Law)	01	Level-7	
13.	Private Secretary	01		
Total		26		

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- Separate applications may be forwarded for each post as per proforma along with photocopies of self-attested copies of educational qualifications, upto date ACRs/APARs for the last 5 years, duly attested (on each page) by an officer of the level of Under Secretary or above, Vigilance Clearance Certificate, Integrity Certificate and the Certificate of major/minor penalty imposed on the officer during the last 10 years. The Cadre Controlling Authority may also certify that the particulars furnished by the officer have been verified and found correct.
- The selected candidates will also be eligible for Special Security Allowance @20% of the basic pay. No deputation allowance shall be admissible along with SSA.
- Applications received without ACRs/APARs, Vigilance Clearance, self-attested copies of Educational Qualification, etc. or otherwise found incomplete will not be considered.



Senior Assistant Director [Admn.]

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Annexure-I**Eligibility Conditions for appointment to the post of
Additional Director (Capital Market)**

No. of vacancies	: 01 (One)
Place of Posting	: Delhi/Mumbai/ Kolkata/ Chennai/ Hyderabad
Method of Recruitment	: Deputation (including short-term contract)
Scale of pay	: Level 13 in the pay matrix Rs. 1,23,100-2,15,900
Classification	: General Central Service Group 'A' Gazetted Non-Ministerial
Eligibility	: Officers of the Central Government or State Governments or Union territories or Public Sector Undertakings or autonomous or statutory bodies: (A) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) With five years' service in the grade rendered after appointment thereto on a regular basis in Level-12 in the pay matrix Rs. 78,800-2,09,200 or equivalent in the parent cadre or department; and (B) Possessing the following educational qualifications and experience: <u>Essential:</u> (i) Chartered Accountant or Company Secretary or Chartered Financial Analyst or Cost and Management Account or Master of Business Administration (Finance) or Post Graduate Diploma in Management (Finance) from a recognized university or institute; (ii) ten years' experience in the field of regulation of capital market or merchant banking. <u>Desirable:</u> (i) Degree in Law from a recognized university; (ii) should be conversant with tools and techniques of collection of evidence or recording of statement or collection, collation and presentation of best evidence to be used in prosecution proceedings. Note: - 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 some other organisation or department of the Central Government shall ordinarily not to exceed five years. The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding fifty-six years as on the closing date of the receipt of applications.
Job Description (in brief)	: a) To head the investigation team for examination of the cases relating to Corporate Frauds; b) To collect evidences/record statements and presentation of evidences and preparation/vetting of Investigation Reports; c) To provide expertise in the matters involving operations and regulation of Capital Markets/Merchant Banking; d) To provide legal inputs to counsels for filing of complaints under the provisions of various Acts to be subsequently used in prosecution. e) To co-ordinate with other investigation agencies and to obtain relevant inputs to be used in investigation and prosecution. f) Any other work assigned from time to time.

Annexure-II**Eligibility Conditions for appointment to the post of
Joint Director (Financial Transactions)**

No. of vacancies	: 01 (One)
Place of Posting	: Delhi/Mumbai/ Kolkata/ Chennai/ Hyderabad
Method of Recruitment	: Deputation (including short-term contract)
Scale of pay	: Level 12 in the pay matrix Rs. 78,800-2,09,200
Classification	: General Central Service Group 'A' Gazetted Non-Ministerial
Eligibility	: Officers of the Central Government or State Governments or Union territories or Public Sector Undertakings or autonomous or statutory bodies: (A) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) With five years' service in the grade rendered after appointment thereto on a regular basis in Level-11 in the pay matrix Rs. 67,700-2,08,700 in the parent cadre or department; and (B) Possessing the following educational qualifications and experience: <u>Essential:</u> (i) Chartered Accountant or Cost and Management Accountant or Company Secretary or Chartered Financial Analyst or Master of Business Administration or Master in Business Economics or Post Graduate Diploma in Management (Finance); (ii) eight years' experience in the field of regulation or operation of Banking Sector. <u>Desirable:</u> (i) Degree in Law from a recognized university; Note: - 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 some other organisation or department of the Central Government shall ordinarily not to exceed five years. The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding fifty-six years as on the closing date of the receipt of applications.
Job Description (in brief)	: a) To head the investigation team for examination of the cases relating to Corporate Frauds; b) To collect evidences/record statements and presentation of evidences and preparation/vetting of Investigation Reports; c) To provide expertise in the field of regulation and operation of banking sector, etc; d) To provide legal inputs to counsels for filing of complaints under the provisions of various Acts to be subsequently used in prosecution; e) To co-ordinate with other investigation agencies and to obtain relevant inputs to be used in investigation and prosecution; f) Any other work assigned from time to time.

Annexure-III**Eligibility Conditions for appointment to the post of Deputy Director (Corporate Law)**

No of vacancies	: 10 (Ten)
Place of Posting	: Delhi/Mumbai/Chennai/Kolkata/Hyderabad
Method of Recruitment	: Deputation (including short-term contract)
Level in the pay matrix or pay scale	: Level 11 in the pay matrix Rs. 67,700-2,08,700
Classification	: General Central Service Group 'A' Gazetted Non-Ministerial
Eligibility	: Officers from the Central Government or State Governments or Union territories or Public Sector Undertakings or Statutory or Autonomous Bodies: - (A) (i) Holding analogous post on regular basis in the parent Cadre or Department; or (ii) with five years' service in the grade rendered after appointment thereto on a regular basis in Level 10 Rs. 56,100-1,77,500 in the pay matrix or equivalent in the parent Cadre or Department; and (B) Possessing the educational qualifications and experience as under. Essential: (i) Degree in any discipline and bachelor's degree in Law (LLB) from any recognized University with two years' experience in Corporate Law: or (ii) Five year's Integrated bachelor's degree in Law with three years' experience in the field of Corporate Law: or (iii) Bachelor's Degree in any subject and Company Secretary from Institute of Company Secretaries of India with three years' experience in the field of Corporate Law. Desirable: Should be conversant with tools and techniques of collection of evidence or recording of statements and presentation of best evidence to be used in prosecution proceedings. Note-1: Period of deputation including period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall be for a period of four years. Note-2: The maximum age-limit for appointment by deputation {including short-term contract} shall be not exceeding fifty-six years as on the closing date of the receipt of application.
Job Description (in brief)	: (a) To act as a member of the investigation team for examination of the cases relating to Corporate Frauds; (b) To collect evidences / record statements and presentation of evidences and preparation of Investigation Reports; (c) To provide expertise in the matters involving Corporate Law; (d) To provide legal inputs to counsels for filing of complaints under the provisions of various acts to be subsequently used in prosecution; (e) To co-ordinate with other investigation agencies and to obtain relevant inputs to be used in investigation and prosecution; (f) Any other work assigned from time to time.

Annexure-IV**Eligibility Conditions for appointment to the post of
Deputy Director (Forensic Audit)**

No of vacancies	: 01 (One)
Place of Posting	: Delhi/Mumbai/ Kolkata/ Chennai/ Hyderabad
Method of Recruitment	: Deputation (including short-term contract)
Level in the pay matrix or pay scale	: Level 11 in the pay matrix Rs. 67,700-2,08,700
Classification	: General Central Service Group 'A' Gazetted Non-Ministerial
Eligibility	: Officers of the Central Government or State Governments or Union territories Administrations or Central or State Public Sector Undertakings or Semi-Government or autonomous organisations: - (A) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) With five years' service in the grade rendered after appointment thereto on a regular basis in Level-10 in the pay matrix Rs. 56,100-1,77,500; and (B) Possessing the following educational qualifications and experience: Essential: (i) Chartered Accountant or Cost Accountants or Master in Business Administration (Finance) or Post Graduate Diploma in Management (Finance) or Master in Business Economics or Master in Commerce; and (ii) five years' experience in the field of forensic auditing or commercial audit or internal audit division or investigation of accounts and auditing. Desirable: Should be conversant with tools and techniques of collection of evidence or recording of statement or collection, collation and presentation of best evidence to be used in prosecution proceedings. Note 1: - 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 some other organisation or department of the Central Government shall ordinarily not to exceed five years (extendable up to seven years). Note 2: - The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding fifty-six years as on the closing date of the receipt of applications.
Job Description (in brief)	: (a) To act as a member of the investigation team for examination of the cases relating to Corporate Frauds; (b) To collect evidences / record statements and presentation of evidences and preparation/ vetting of Investigation Reports; (c) To provide expertise in the matters involving forensic audit; (d) To provide legal inputs to counsels for filing of complaints under the provisions of various Acts to be subsequently used in prosecution; (e) To co-ordinate with other investigation agencies and to obtain relevant inputs to be used in investigation and prosecution; (f) Any other work assigned from time to time.

**Eligibility Conditions for appointment to the post of
Deputy Director (Investigation)**

No of vacancies	: 01 (One)
Place of Posting	: Delhi/Mumbai/Chennai/Kolkata/Hyderabad
Method of Recruitment	: Deputation (including short-term contract)
Level in the pay matrix or pay scale	: Level 11 in the pay matrix Rs. 67,700-2,08,700
Classification	: General Central Service Group 'A' Gazetted Non-Ministerial
Eligibility	: Officers from the Central Government or State Government or Union territory Administrations or Public Sector Undertakings or Statutory or Autonomous organizations; (A) (i) holding analogous post on regular basis in the parent cadre or Department; or (ii) with five years' service in the grade rendered after appointment thereto on a regular basis in Level-10 in the pay matrix Rs. 67,700-2,08,700 or equivalent in the parent Cadre or Department; and (B) Possessing the following educational qualifications and experience: Essential: (i) Degree from any recognized University or Institutions; (ii) Five years' experience in enforcement of regulatory Laws or investigation of economic offences and collection of Intelligence thereto. Desirable: Qualified Chartered Accountant or Cost & Management Accountant or Company Secretary or Bachelor's Degree in Law or Master in Business Administration or Post Graduate Diploma in Management from a recognized university. Note-1: Period of deputation including period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall be for a period of four years. Note-2: The maximum age-limit for appointment by deputation {including short-term contract} shall be not exceeding fifty-six years as on the closing date of the receipt of application.
Job Description (in brief)	: a) To act as a member of the investigation team for examination of the cases relating to Corporate Frauds; b) To collect evidences/record statements and presentation of evidences and preparation of Investigation Reports; c) To provide legal inputs to counsels for filing of complaints under the provisions of various Acts to be subsequently used in prosecution; d) To liaise with other investigation agencies and to obtain relevant inputs to be used in investigation and prosecution; e) Any other work assigned from time to time.

Annexure-VI

Eligibility Conditions for appointment to the post of
Principal Private Secretary

No of vacancies	: 01 (One)
Place of Posting	: Delhi
Method of Recruitment	: Deputation (including short-term contract)
Level in the pay matrix or pay scale	: Level 11 in the pay matrix Rs. 67,700-2,08,700
Classification	: General Central Service Group 'A' Gazetted Non-Ministerial
Eligibility	: Stenographers from the Central Government or State Governments or Union Territories or Public Sector Undertakings or Autonomous or statutory organizations or recognised research institutions or universities: (i) holding analogous post on regular basis in the parent cadre/department; or (ii) With five years' service in the grade rendered after appointment thereto on a regular basis in Level-10 in the pay matrix or equivalent in the parent Cadre or Department Note-1: Period of deputation including period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall be for a period of four years. Note-2: The maximum age-limit for appointment by deputation {including short-term contract} shall be not exceeding fifty-six years as on the closing date of the receipt of application.
Job Description (in brief)	: a) Rendering secretarial assistance to the Head of Department, SFIO; b) Maintaining of statistical records/data; c) Monitoring/coordination of the work of SFIO; d) Any other work assigned by the Head of Department, SFIO from time to time.

Annexure-VII**Eligibility Conditions for appointment to the post of
Senior Assistant Director (Banking)**

No of vacancies	: 01 (One)
Place of Posting	: Delhi/Mumbai/ Kolkata/ Chennai/ Hyderabad
Method of Recruitment	: Deputation (including short-term contract)
Level in the pay matrix or pay scale	: Level 10 in the pay matrix Rs. 56,100-1,77,500
Classification	: General Central Service Group 'B' Gazetted Non-Ministerial
Eligibility	: Officers of the Central Government or State Governments or Union territories Administrations or Central or State Public Sector Undertakings or Semi-Government or autonomous organisations: - (A) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with two years' service in the grade rendered after appointment thereto on a regular basis in level 8 in the pay matrix Rs. 47,600-1,51,100; or (iii) with three years' service in the grade rendered after appointment thereto on a regular basis in level 7 in the pay matrix Rs. 44,900-1,42,400; and (B) Possessing the following educational qualifications and experience: Essential: (i) Chartered Accountant, or Cost and Management Accountant, or Company Secretary, or Chartered Financial Analyst, or Post Graduate Diploma in Management (Finance), or Master in Business Administration (Finance) or Master in Business Economics or Master in Commerce; and (ii) One-year experience in finance or banking affairs in any government organization. <u>Note 1:</u> - 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 some other organisation or department of the Central Government shall be for a period of three years extendable up to five years <u>Note 2:</u> - The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding fifty-six years as on the closing date of the receipt of applications.
Job Description (in brief)	: (a) To act as a member of the investigation team for examination of the cases relating to Corporate Frauds; (b) To collect evidences/ record statements and presentation of evidences and preparation/ vetting of Investigation Reports; (c) To analyze banking/financial transactions, etc.; (d) To provide legal inputs to counsels for filing of complaints under the provisions of various Acts to be subsequently used in prosecution; (e) To co-ordinate with other investigation agencies and to obtain relevant inputs to be used in investigation and prosecution; (f) Any other work assigned from time to time.

Annexure-VIII**Eligibility Conditions for appointment to the post of Senior Assistant Director (Customs & Central Excise)**

No of vacancies	: 01 (One)
Place of Posting	: Delhi/Mumbai/Chennai/Kolkata/Hyderabad
Method of Recruitment	: Deputation (including short-term contract)
Level in the pay matrix or pay scale	: Level 10 in the pay matrix Rs. 56,100-1,77,500
Classification	: General Central Service Group 'A' Gazetted Non-Ministerial
Eligibility	<p>Officers from the Central Government or State Governments or Union territories or public sector undertakings or statutory or Autonomoums Organisations-</p> <p>(A)</p> <p>(i) holding analogous post on regular basis in the parent cadre or department; or</p> <p>(ii) with two years' service in the grade rendered after appointment thereto on a regular basis in Level-8 in the pay matrix Rs.47,600-1,51,100 or equivalent in the parent cadre or department; or</p> <p>(iii) with three years' service in the grade rendered after appointment thereto on a regular basis in Level-7 in the pay matrix Rs. 44,900-1,42,400 or equivalent in the parent cader or department; and</p> <p>(B) Possessing the following educational qualifications and experience:</p> <p>Essential</p> <p>(i) Bachelor's Degree from a recognised University/Institution; and</p> <p>(ii) Three years' experience in the field of enforcement of economic Law such as Foreign Contribution Regulation Act/ Foreign Exchange Management Act Conservation of Foreign Exchange and Prevention of Smuggling Activities Act Customs & Excise.</p> <p>Desirable</p> <p>(i) Bachelor's Degree in Law; or</p> <p>(ii) Chartered Accountant; or</p> <p>(iii) Company Secretary; or</p> <p>(iv) Cost and Management Accountant.</p> <p>Note 1: The 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 other organization or department of the Central Government shall be for a period of three years.</p> <p>Note 2: The maximum age-limit for appointment by deputation [including short-term contract] shall be not exceeding fifty-six years as on the closing date of the receipt of application.</p>
Job Description (in brief)	<p>a) To act as a member of the investigation team for examination of the cases relating to corporate frauds;</p> <p>b) To collect evidences/ record statements and presentation of evidences and preparation of Investigation Reports;</p> <p>c) To provide expertise on economic laws such as Foreign Contribution Regulation Act, Foreign Exchange Management Act, Conservation of Foreign Exchange and Prevention of Smuggling Activities Act and Customs & Excise;</p> <p>d) To provide legal outputs to counsels for filing of complaints under the provisions of various Acts to be subsequently used in prosecution;</p> <p>e) To co-ordinate with other investigation agencies and to obtain relevant inputs to be used in investigation and prosecution;</p> <p>f) Any other work assigned from time to time.</p>

Annexure-IX**Eligibility Conditions for appointment to the post of Senior Assistant Director (Investigation)**

No of Vacancies	:	01 (One)
Place of Posting	:	Delhi/Mumbai/Chennai/Kolkata/Hyderabad
Method of Recruitment	:	Deputation (including short term contract)
Level in the pay matrix or pay scale	:	Level 10 in the pay matrix Rs. 56,100-1,77,500
Classification	:	General Central Service Group 'B' Gazetted Non-Ministerial
Eligibility	:	<p>Officers from the Central or State Governments or Union Territories Administrations or Central or State Public Sector Undertakings or Statutory or Autonomous Organizations;</p> <p>(A)</p> <p>(i) holding analogous post on regular basis in the parent cadre or department; or</p> <p>(ii) with two years' service in the grade rendered after appointment thereto on a regular basis in the Level-8 in the pay matrix Rs.47,600-1,51,100 or equivalent in the parent cadre or department; or</p> <p>(iii) with three years' service in the grade rendered after appointment thereto on a regular basis in the Level-7 in the pay matrix Rs. 44,900-1,42,400 or equivalent in the parent cader or department; and</p> <p>(B) Possessing the following educational qualifications and experience:</p> <p>Essential</p> <p>(i) Bachelor Degree from a recognized University; and</p> <p>(ii) Three years' experience in enforcement of regulatory laws or investigation of economic offences and collection of intelligence thereto.</p> <p>Desirable:</p> <p>(i) Chartered Accountant or Cost and Management Accountant or Company Secretary or Bachelor's Degree in Law or Master of Business Administration or Post Graduate diploma from a recognized university or institutions.</p> <p>(ii) Should be conversant with tools and techniques of collection of evidences or recording of statement or collection, collation and presentation of best evidence to be used in prosecution proceedings.</p> <p>Note 1: - The period of deputation including period of deputation [including short-term contract] in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall be for a period of three years.</p> <p>Note-2: - The maximum age limit for appointment by deputation [including short-term contract] shall be not exceeding fifty-six years as on the closing date of the receipt of application.</p>
Job Description (in brief)	:	<p>a) To act a member of the investigation team for examination of the cases relating to Corporate Frauds.</p> <p>b) To collect evidences/record statement and presentation of evidences and preparation of Investigation Reports.</p> <p>c) To provide legal inputs to counsels for filing of complaints under the provisions of various Acts to be subsequently used in prosecution.</p> <p>d) To liaise with other investigation agencies and to obtain relevant inputs to be used in investigation and prosecution.</p> <p>e) Any other work assigned from time to time.</p>

**Eligibility Conditions for appointment to the post of
Senior Prosecutor**

No of vacancies	: 02 (Two)
Place of Posting	: Delhi/Mumbai/Chennai/Kolkata/Hyderabad
Method of Recruitment	: Deputation (including short-term contract)
Level in the pay matrix or pay scale	: Level 10 in the pay matrix Rs. 56,100-1,77,500
Classification	: General Central Service Group 'B' Gazetted Non-Ministerial
Eligibility	: Officers under the Central/State Governments/union territories/ public sector undertakings /statutory or autonomous bodies: (A) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with two years' service in the grade rendered after appointment thereto on a regular basis in the Level-8 in the pay matrix Rs.47,600-1,51,100 or equivalent in the parent cadre or department; or (iii) with three years' service in the grade rendered after appointment thereto on a regular basis in the Level-7 in the pay matrix Rs. 44,900-1,42,400 or equivalent in the parent cader or department; and (B) Possessing the following educational qualifications and experience: <u>Essential</u> (i) Graduate in any discipline plus bachelor's degree in Law from a recognized university or institute plus two years' experience in handling litigation & court matters/ administration of Law in a Government organization; or (ii) Integrated graduate in Law (5 years duration) from a recognized university or institute plus 3 years' experience in handling litigation & court matters/administration of Law in a Government organization. <u>Desirable</u> (i) Additional One-year experience in corporate/criminal Law matters (ii) Masters in Law (LLM) from a recognized university or institute. Note: Period of deputation including period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not to exceed three years. The maximum Age-limit for appointment by deputation (including short term contract shall be not exceeding fifty-six years as on the closing date of the receipt of application.
Job Description (in brief)	: a) To assist filing of prosecutions/ complaints in all the cases investigated by SFIO in the concerned courts and pursue their progress. b) Coordination with counsels detailed by the government. c) To provide expertise in Law matters. d) Supervision/ Maintenance of database of court cases e) Rendering assistance to Senior Officers in the prosecution division f) Any other work assigned from time to time.

**Eligibility Conditions for appointment to the post of
Assistant Director (Investigation)**

No of vacancies	:	04 (Four)
Place of Posting	:	Delhi/ Mumbai/ Kolkata/Chennai/Hyderabad
Method of Recruitment	:	Deputation (including short-term contract)
Level in the pay matrix or pay scale	:	Level 8 in the Pay Matrix Rs. 47,600-1,51,100
Classification	:	General Central Service Group 'B' Gazetted Non-Ministerial
Eligibility	:	<p>Officers from the Central Government or State Governments or Union territories or Public Sector Undertakings or Autonomous or Statutory bodies:</p> <p>(A)</p> <p>i) holding analogous post on regular basis in the parent cadre or department; or</p> <p>ii) with two years' service in the grade rendered after appointment thereto on a regular basis in Level-7 in the pay matrix Rs. 44,900-1,42,400 or equivalent in the parent cader or department; or</p> <p>iii) with six years' service in the grade rendered after appointment thereto on a regular basis in Level-6 in pay matrix Rs. 35,400-1,12,400 or equivalent in the parent cadre or department; and</p> <p>(B) Possessing the following educational qualifications and experience:</p> <p>Essential</p> <p>Bachelor's Degree from a recognised University; and Three years' experience in enforcement of regulatory Laws or investigation of economic offences and collection of intelligence thereto in a Government department.</p> <p>Desirable</p> <p>i) Bachelor's degree in Law or Chartered Accountancy or Cost and Management Accountancy or Company Secretary or Master of Business Administration (Finance) or Post Graduate Degree in Management (Finance) from a recognized university/ institute.</p> <p>ii) Should be conversant with tools and techniques of collection of evidence or recording of statement or collection, collation and presentation of best evidence to be used in prosecution proceedings.</p> <p>Note:</p> <p>Period of deputation (Including Short-term Contract) including period of deputation (Including Short-term Contract) in another ex-cadre post immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years. The maximum Age-limit for appointment by deputation (Including Short-term Contract) shall be not exceeding fifty-six years on the closing date of the receipt of applications.</p>
Job Description (in brief)	:	<p>a) To act as a member of the investigation team for examination of the cases relating to Corporate Frauds;</p> <p>b) To collect evidences/record statements and presentation of evidences and preparation of Investigation Reports;</p> <p>c) To provide legal inputs to counsels for filing of complaints under the provisions of various Acts to be subsequently used in prosecution;</p> <p>d) To liaise with other investigation agencies and to obtain relevant inputs to be used in investigation and prosecution;</p> <p>e) Any other work assigned from time to time.</p>

**Eligibility Conditions for appointment to the post of
Assistant Director (Law)**

No of vacancies	: 01 (One)
Place of Posting	: Delhi/Mumbai/Chennai/Kolkata/Hyderabad
Method of Recruitment	: Deputation (including short-term contract)
Level in the pay matrix or pay scale	: Level 8 in the Pay Matrix Rs. 47,600-1,51,100
Classification	: General Central Service Group 'B' Gazetted Non-Ministerial
Eligibility	: Officers from the Central Government or State Governments or Union territories or Public Sector Undertakings or Statutory or Autonomous Bodies: - (A) (i) Holding analogous post on regular basis in the parent Cadre or Department; or (ii) with two years' service in the grade rendered after appointment thereto on a regular basis in Level 7 in the pay matrix or equivalent in the parent Cadre or Department; or (iii) with six years' service in the grade rendered after appointment thereto on a regular basis in Level 6 in the pay matrix or equivalent in the parent Cadre or Department; and (B) Possessing the educational qualifications and experience as under: Essential: (i) Graduate in any discipline plus Bachelor's degree in Law from a recognised university or institute plus one-year experience in handling litigation and court matters / administration of Law in a Government organization; or (ii) Integrated graduate in Law (five years' duration) from a recognised university or institute plus two years' experience in handling litigation and court matters / administration of Law in a Government organization. Desirable: (i) One-year experience in corporate / criminal law matters (ii) Master's in Law (LLM) from a recognized university or institute. Note-1: Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years. Note-2: The maximum age-limit for appointment by deputation (including short-term contract) shall be not exceeding fifty-six years as on the closing date of the receipt of application.
Job Description (in brief)	: (a) To assist filing of prosecutions / complaints in all the cases investigated by SFIO in the concerned courts and pursue their progress; (b) Coordination with counsels detailed by the government; (c) To provide expertise in Law matters; (d) Supervision / maintenance of data base of court cases; (e) Rendering assistance to senior officers in the prosecution division; (f) Any other work assigned from time to time.

Annexure-XIII

Eligibility Conditions for appointment to the post of
Private Secretary

No of vacancies	: 01 (One)
Place of Posting	: Delhi/Mumbai/Chennai/Kolkata/Hyderabad
Method of Recruitment	: Deputation (including short-term contract)
Level in the pay matrix or pay scale	: Level 7 in pay matrix Rs. 44,900-1,42,400
Classification	: General Central Service Group 'B' Gazetted Ministerial
Eligibility	: Stenographers from the Central Government or State Governments or Union Territories or Public Sector Undertakings or Autonomous or statutory organizations or recognised research institutions or universities: (i) holding analogous post on regular basis in the parent cadre/department; or (ii) With five years' service in the grade rendered after appointment thereto on a regular basis in Level-6 in the pay matrix or equivalent in the parent Cadre or Department Note-1: Period of deputation including period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall be for a period of four years. Note-2: The maximum age-limit for appointment by deputation {including short-term contract} shall be not exceeding fifty-six years as on the closing date of the receipt of application.
Job Description (in brief)	: a) Rendering secretarial assistance to Senior Officers of SFIO; b) Maintaining statistical records/data; c) Any other work assigned from time to time.