



सत्यमेव जयते

**कर्मचारी भविष्य निधि संगठन**  
**Employees' Provident Fund Organisation**  
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)



(MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA)

**मुख्य कार्यालय/Head Office**

प्लेट ए, ग्राउंड फ्लोर, ब्लॉक-II, ईस्ट किदवई नगर, नई दिल्ली-110 023  
Plate A, Ground Floor, Block II, East Kidwai Nagar, New Delhi-110 023  
Website: [www.epfindia.gov.in](http://www.epfindia.gov.in), [www.epfindia.nic.in](http://www.epfindia.nic.in)

No. HRM-II/D-1(10)/2023/Engineering Wing / 80/1898

Dated:

21 JUN 2024

**OFFICE MEMORANDUM**

**Subject:- Filling up the posts on deputation basis in EPFO.**

Applications are invited from the eligible candidates to fill up the following posts in various offices of the Employees' Provident Fund Organisation on deputation basis.

Sl. No.	Name of the post	Scale of pay	No. of Posts	Location
1.	Executive Engineer (Civil)	Level-11 of the Pay Matrix (Pay Band-3 Rs 15600-39100 with Grade Pay Rs 6600/- (pre-revised)	01	Head Office (Delhi)
2.	Assistant Executive Engineer (Civil)	Level-10 of the Pay Matrix (Pay Band-3 Rs 15600-39100 with Grade Pay Rs 5400/- (pre-revised)	16	1. Head Office (Delhi) 2. PDNASS, Delhi 3. Zonal Office (as under) i. Bengaluru (Bengaluru) ii. Delhi & Uttarakhand, Delhi iii. Maharashtra (Excluding Mumbai)(Pune) iv. Mumbai-1 (Bandra) v. Gujarat (Ahmedabad) vi. Mumbai-2 (Thane) vii. Telangana (Hyderabad) viii. Haryana (Faridabad) ix. Uttar Pradesh (Kanpur) x. Tamil Nadu (Excluding Chennai) (Coimbatore) xi. Madhya Pradesh & Chattisgarh (Bhopal)

3.	Assistant Executive Engineer (Electrical)	Level-10 of the Pay Matrix (Pay Band-3 Rs 15600-39100 with Grade Pay Rs 5400/- (pre-revised))	03	a. Head Office (Delhi) b. National Data Centre (Delhi)																																																						
4.	Junior Engineer (Civil)	Level-6 Rs 9300-34800 with GP 4200/- in PB-2 (5500-175-9000) (pre-revised)]	33	<table border="1"> <tr><td>1.</td><td>Agartala</td></tr> <tr><td>2.</td><td>Ahmedabad</td></tr> <tr><td>3.</td><td>Aizwal</td></tr> <tr><td>4.</td><td>Bandra, Mumbai</td></tr> <tr><td>5.</td><td>Bhopal</td></tr> <tr><td>6.</td><td>Bhubaneshwar</td></tr> <tr><td>7.</td><td>Chandigarh</td></tr> <tr><td>8.</td><td>Chennai</td></tr> <tr><td>9.</td><td>Coimbatore</td></tr> <tr><td>10.</td><td>Delhi</td></tr> <tr><td>11.</td><td>Dimapur</td></tr> <tr><td>12.</td><td>Gangtok</td></tr> <tr><td>13.</td><td>Goa</td></tr> <tr><td>14.</td><td>Hubli</td></tr> <tr><td>15.</td><td>Imphal</td></tr> <tr><td>16.</td><td>Itanagar</td></tr> <tr><td>17.</td><td>Jammu</td></tr> <tr><td>18.</td><td>Kanpur</td></tr> <tr><td>19.</td><td>Patna</td></tr> <tr><td>20.</td><td>Pune</td></tr> <tr><td>21.</td><td>Raipur</td></tr> <tr><td>22.</td><td>Shillong</td></tr> <tr><td>23.</td><td>Shimla</td></tr> <tr><td>24.</td><td>Srinagar</td></tr> <tr><td>25.</td><td>Thane, Maharashtra</td></tr> <tr><td>26.</td><td>Ujjain</td></tr> <tr><td>27.</td><td>Vijayawada</td></tr> </table>	1.	Agartala	2.	Ahmedabad	3.	Aizwal	4.	Bandra, Mumbai	5.	Bhopal	6.	Bhubaneshwar	7.	Chandigarh	8.	Chennai	9.	Coimbatore	10.	Delhi	11.	Dimapur	12.	Gangtok	13.	Goa	14.	Hubli	15.	Imphal	16.	Itanagar	17.	Jammu	18.	Kanpur	19.	Patna	20.	Pune	21.	Raipur	22.	Shillong	23.	Shimla	24.	Srinagar	25.	Thane, Maharashtra	26.	Ujjain	27.	Vijayawada
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**Note:** The number of vacancies and the place of posting are subject to change in exigencies.

**(I) Eligibility Conditions for the post of Executive Engineer (Civil)**

Group A/Group 'B' Civil Engineering Officers having qualification of degree in Civil Engineering or equivalent and serving under Central Government/State Government/Union Territory Administration, and

- (i) Holding analogous posts; or
- (ii) Holding posts in Level-10 of the Pay Matrix with Grade Pay of Rs. 5400/- and having minimum five (05) years regular service in the grade; or

- (ii) Holding posts in Level-7 of the Pay Matrix with Grade Pay of Rs. 4600/- and having minimum eight (08) years regular service in the grade.

**(II) Eligibility conditions for the post of Assistant Executive Engineer (Civil/Electrical)**

Civil/Electrical Engineering Officers under Central Government/State Government/Union Territory Administration; and

- (i) Holding analogous posts; or
- (ii) Holding posts in Level-7 of the Pay Matrix with Grade Pay Rs. 4600/- and having minimum three (03) years regular service in the grade.

**(III). Eligibility conditions for the post of Junior Engineer (Civil/Electrical)**

Officers of the Central/State Government departments, Statutory/Autonomous Bodies/Organisations/Public Sector Undertaking under the control of Central Government/State Government; and

- (a) (i) Holding analogous posts on regular basis; or
- (ii) With 03 years of regular service in the pre-revised pay scale of Level-6 Rs 9300-34800 with G.P Rs 4200/- in PB-2 (Rs 5000-150-8000) or equivalent and

**(b) Possessing the following educational qualification**

Diploma in Civil/Electrical Engineering from an institute/boards recognized by the Central Government or equivalent qualification

**Note: Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation/Department of the Central Government shall ordinarily not exceed three years.**

**3. General condition and terms of deputation in the Employees' Provident Fund Organisation**

- (i) The deputation will be governed as per the instructions issued by the Department of Personnel & Training from time to time as per the provisions of the Recruitment Rules of the respective cadre and the tenure of deputation will be initially a period of three (03) years and extendable as per DoP&T guidelines. The matter of pay and allowances will be governed strictly by the orders of the Central Government for such comparable posts. Preference will be given to the officers whose pay and allowances are governed by the Central Government rules including GPF Rules. The candidates should be holding the analogous post on substantive basis. Deputation allowance shall be admissible as per DoP&T guidelines only. The appointment in Employees' Provident fund Organisation will be further subject to acceptance of the terms and conditions of appointment issued by the Employees' Provident fund Organisation, if found necessary. The maximum age limit of the applicant should not be exceeding 56 years as on the closing date of receipt of applications.

- ii) **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 17.06.2010 as amended from time to time.**
- (iii) In case the selected official seeks repatriation before completion of two years on deputation, no transfer TA/DA will be paid on repatriation. Further, if official seeks repatriation within one year or less, Transfer TA/DA already paid, if any is also liable to recovered.
- (iv) Willing and eligible officials may forward their **ADVANCE COPY** of the application neatly typed in the proforma given in ANNEXURE-I and should reach the designated officer **within 30 days** from the date of advertisement. A note shall also be added stating clearly how the candidate finds himself/herself suitable for the post. Preference may be given to the candidates possessing experience in preparation of estimates, planning and designing of civil/electrical engineering works.
- (v) The **Cadre Controlling Authority** shall forward the application complete in all respect with requisite documents namely **last 05 year APARs**, duly filled in Certificate mentioned as **ANNEXURE-II** and latest Vigilance clearance within **45 days** from the date of publication of the advertisement.
- (vi) The duties and responsibilities of various Engineering posts is the Organisation requires Supervision of physical assets in the form of land & office building and their maintenance including monitoring of running projects will be essential duties on need basis. The duties also require touring to the sites to monitor out-station projects.
- (vii) The officer/officials shall be posted in the Zonal Offices/Regional Offices/Special States Office under the overall jurisdiction of Zonal Addl. Central P.F. Commissioner as per administrative exigency requirement.
- (viii) **The application THOUGH PROPER CHANNEL should reach the EPFO, Head Office within 45 days from the date of publication of the advertisement by the name to Shri Deepak Arya, Regional Provident Fund Commissioner-II (Recruitment Division), Employees' Provident Fund Organisation, Plate A, Ground Floor, Block-II, East Kidwai Nagar, New Delhi – 110 023.**
- (ix) Applications which are not received through proper channel and received after stipulated period are liable to be rejected. It is to be noted that mere possession of the qualification does not entitled a candidate for appointment to the aforesaid posts on deputation terms. The Employees' Provident Fund Organisation reserves the right to reject any application without specifying any reason.



**(Deepak Arya)**  
**Regional P.F. Commissioner-II (Recruitment Division)**

To:

1. All Chief Secretaries of all State Government/Union Territories.
2. The Secretary, Ministry of Information & Broadcasting, Govt. of India, Shashtri Bhawan, New Delhi.
3. The Secretary, Department of Personnel & Training, Govt. of India, New Delhi.
4. The Secretary, Ministry of Labour & Employment, Shram Shakti Bhawan, New Delhi.
5. The Secretary, Ministry of Communication, Patel Chowk, Sanchar Bhawan, New Delhi-110001.
6. The Secretary, Ministry of Road Transport & Highways, Transport Bhawan, Parliament Street, New Delhi.
7. The Secretary, Ministry of Housing & Urban Affairs, Nirman Bhawan, Maulana Azad Road, New Delhi.
8. The Secretary, Central Board of Exercise & Customs, Department of Revenue, Ministry of Finance, Room No.131, North Block, New Delhi.
9. The Secretary, Central Board of Direct Taxes, Department of Revenue, Ministry of Finance, Room No.154-A, North Block, New Delhi.
10. Directorate General, CPWD, A-Wing, Nirman Bhawan, Maulana Azad Road, New Delhi.
11. Directorate General (Planning), CPWD, A-Wing, Nirman Bhawan, Maulana Azad Road, New Delhi.
12. The Director General, National Informatics Centre, CGO Complex, A-Block, Lodhi Road, New Delhi.
13. The Chairman, Telecom Commission-Cum Secretary, Sanchar Bhawan, New Delhi.
14. The Director General, Defence Research & Development, South Block, New Delhi.
15. The Secretary, Department of Electronics, Electronic Niketan, 6 CGO Complex, New Delhi.
16. The Director, Ministry of Statistics & PI, Sardar Patel Bhawan, Parliament Street, New Delhi.
17. Director General, Central Statistical Organisation, Sardar Patel Bhawan, Sansad Marg, New Delhi.
18. The Registrar General, Census, Man Singh Road, New Delhi.
19. The Chairman, Railway Board, Rail Bhawan, New Delhi.
20. The Director (Pers), Military Engineering Services
21. The Secretary, Department of Science & Technology, Technology Bhawan, New Delhi Mehrauli Road, New Delhi.
22. The Director General, Defence Scientific Information & Documentation Centre, Metcalf House, Timarpur, New Delhi.
23. Director General, ESIC, Ministry of Labour & Employment, Panchdweep Bhawan, Comrade Inderjeet Gupta Road, New Delhi-110002.

Copy to: (Through EPFO Website)

1. All Addl. CPFCs in the Zones/Director (PDNASS).
2. All Regional P.F. Commissioners/Zonal Training Institutes.
3. All Addl. CPFCs(HQ)/Addl. CPFC(HQ)(IS)/Addl. CPFC(IS), Head Office
4. RPFC (ASD) in Head Quarters for necessary action.
5. Chief Vigilance Officer, Head Office for information.
6. RPFC (NDC), Dwarka, New Delhi for uploading the O.M. in the Official website.



**Regional P.F. Commissioner-II  
(Recruitment Division)**

**PROFORMA FOR APPLICATION**

APPLICATION FOR THE POST OF \_\_\_\_\_ ON DEPUTATION BASIS IN EPFO

Sl. No.	Details required:	Details furnished
01.	(a) Name of the applicant (b) Designation (in the parent cadre) and (c) Pay Level	
02.	Details of the parent department of the official alongwith postal address, Telephone No. and Email ID of the office.	
03.	Status of the parent department: i.e. Whether it is Central Government /State Government and Name of the Ministry/Department:	
04.	Date of Birth (in Christian Era)	
05.	Educational Qualifications:	
06.	Mobile No. and official e-mail ID of the applicant	

07. Details of employment in chronological order (Enclose a Separate Sheet, if required)

Sl. No.	Office/Institute/ Department/ Organisation	Posts Held (Regular)	From	To	Pay Band and Grade Pay	Period of Experience and nature of duties

08.	Nature of present regular employment:	
09.	Total emoluments drawn per month:	
10.	Nature & extent of other assignments (i.e. Short term, Deputation etc.):	
11.	Details in case official is on deputation viz. Name of the post, Pay Level, period since on deputation alongwith name, postal address, Telephone No. and Email ID of the office.	
12.	Whether belong to SC/ST/OBC	
13.	Indicate three choice of station (in order of preference) if applying for the post of Assistant Executive Engineer (Civil) / Junior Engineer (Civil)	

14.	Last 05 years APAR grading					
	2018-19	2019-20	2020-21	2021-22	2022-23	
15.	Additional information, if any, in support of suitability for the post. Enclose a separate sheet, if the space is insufficient.					

**Place:**  
**Date:**

**Signature of the Candidate**  
**Telephone/Mobile No.**



**Annexure-II**

**Certificate (To be given by the Cadre Controlling Authority)**

1. Certified that the particulars of the officer as furnished above have been verified and found to be correct.
2. The officer is holding the post / analogous post on regular basis.
3. Certified that no disciplinary proceedings are pending/contemplated against the officer.
4. The Integrity of the Officer is also certified.
5. A list of major/minor penalties imposed, if any are enclosed.
6. Copies of APARs for the last 05 years \_\_\_\_\_ are enclosed.

**Encl:**

**Signature of the Cadre Controlling  
Authority/ Head of the Department  
with Seal**

**Office Telephone No.  
E-mail ID:**

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