

**Government of India  
Department of Atomic Energy**

Anushakti Bhavan  
C.S.M. Marg  
Mumbai 400 001

No.21/1(3)/2009-CCS | 381

April 26, 2011

**OFFICE MEMORANDUM**

One post of Deputy Director (PB-3 Rs.15600-39100 with Grade Pay Rs.6600) has been created in Administrative Training Institute (ATI) under the Department of Atomic Energy vide this Department Office Memorandum No.3/4/2009-Admn./36 dated September 25, 2009.

2. The post has to be filled up on deputation/absorption basis from among the officers of any Administrative or Accounts Cadres of the Department or Central Services Group 'A' holding analogous posts on regular basis and possessing the following educational qualifications and experience:

**Essential:**

- (i) Bachelor's Degree from a recognized University or equivalent; and
- (ii) 5 years experience in application of Rules, regulations or Procedures in the area of establishment or financial management practices in Central government.


**Desirable:**

- (i) Master's Degree/Bachelor's Degree of Law from a recognized University or equivalent.
- (ii) Teaching experience/ organizing training programmes
- (iii) Specialized knowledge of one or more of the following subjects:
  - (a) Public Administration
  - (b) Behavioral Sciences
  - (c) Organizational Behavior
  - (d) Management Information System
  - (e) Information Technology
  - (f) Decision Making
  - (g) Performance Budgeting
  - (h) Elementary Statistics

3. In case of deputation, the period of deputation shall not exceed 3 years.

4. This issues with the approval of the competent authority in the Department and will come into force with immediate effect.

5. Action is being initiated to incorporate the norms in the RRs to be notified under Article 309 of the Constitution separately.



(V. Dayalan)  
Director (Cadre)

All Heads of Units of DAE

All Officer/Sections in DAE