



राष्ट्रीय जल विकास अभिकरण  
जल शक्ति मंत्रालय, भारत सरकार  
(जल संसाधन, नदी विकास और गंगा संरक्षण विभाग)  
**National Water Development Agency**  
Ministry of Jal Shakti, Government of India  
(Department of Water Resources, River Development and Ganga Rejuvenation)



F.No. ADMIN-18033/1/2025 /5225-5330

Date: 26.06. 2025

To

1. All Ministries of Govt. of India (List enclosed).
2. All Organizations under Ministry of Jal Shakti, (List enclosed).
3. All State Government, Water Resources Deptt. (List enclosed)

Subject: Filling up the post in National Water Development Agency (NWDA) on deputation (including short-term contract) basis- reg.

Sir/ Madam,

Please find enclosed a copy of vacancy circular for filling up the post of Director (MDU) in National Water Development Agency (NWDA) on deputation (including short term contract) basis as per details given below :

S.No.	Category of post	Nos. of post	Level in the pay matrix or pay scale	Place of posting
1.	Director (MDU)	01	Level-12 (Rs. 78800-209200)	Delhi

2. The complete details including eligibility conditions as per notified recruitment rules of said post is given at Annexure-I and is also available on website <http://www.nwda.gov.in>.
3. The pay of the officer selected on deputation will be regulated in accordance with the provisions contained in the Department of Personnel and Training O. M. No.6/08/2009-Estt (Pay-II) dated 17.06.2010 and as amended from time to time.
4. The officer selected will not be eligible for General Pool Accommodation allotted by the Government. The Officer selected for appointment to the post will be exempted from the condition of permanent absorption.
5. The candidates, once selected for the post, will not be allowed to withdraw his candidature subsequently.

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6. Applications received after due date or without ACRs/APARs or otherwise found incomplete or not received through proper channel will not be considered. The closing date for submission of application shall be 45 days from the date of publication of advertisement in "Employment News".

7. Complete Bio-data in the prescribed format duly certified by the Competent Authority, along with their up to date Annual Performance Appraisal Report Dossiers (last 5 years ending with 2023-2024) and Vigilance Clearance Certificate may be sent to the **Deputy Director (Admn.), National Water development Agency, 18-20, Community Centre, Saket, New Delhi – 110017, Ph: 011-26561046,**

8. All are requested that this vacancy circular may be uploaded at their website for publicity.

This issues with the approval of Competent Authority.

Encl: As above

Yours faithfully,

(Khushal Singh)  
Dy. Director (Admn.)

Copy to:-

1. ✓ Director (MDU), NWDA, Saket, New Delhi for uploading the vacancy circular on NWDA web site.
2. Technical Director ,NIC, MoWR, RD & GR, Shram Shakti Bhawan, New Delhi with the request to upload the above circular on the website of MoWR, RD & GR.
3. The Director, Software Management Directorate, Central Water Commission, R. K. Puram, New Delhi, with the request to upload the circular in CWC's website.



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(जल संसाधन, नदी विकास और गंगा संरक्षण विभाग)  
**National Water Development Agency**  
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मिसिल संख्या प्रशा- 18033/1/2025 / 5225-5330

दिनांक: 26.06.2025

सेवा में

1. भारत सरकार के सभी मंत्रालय।
2. जल शक्ति मंत्रालय के अंतर्गत आने वाले सभी संगठन।
3. सभी राज्य सरकार, जल संसाधन विभाग (सूची संलग्न)

विषय: प्रतिनियुक्ति (अल्पकालिक अनुबंध सहित) के आधार पर राष्ट्रीय जल विकास अभिकरण (रा.ज.वि.अ.) में निम्न पद को भरने के संबंध में।

महोदय/ महोदया,

कृपया राष्ट्रीय जल विकास अभिकरण (रा.ज.वि.अ.) में प्रतिनियुक्ति (अल्पकालिक संविदा सहित) के आधार पर उप निदेशक(एमडीयू) पद को भरने के लिए रिक्ति परिपत्र निम्नवत संलग्न है :-

क्रमांक	पद की श्रेणी	पद संख्या	की वेतन मैट्रिक्स या वेतनमान में स्तर	तैनाती का स्थान
1.	निदेशक (बहुदेशीय एकक)	1	स्तर-12 (रु. 78800-209200)	दिल्ली

2. इस पद के अधिसूचित भर्ती नियमों के अनुसार पात्रता शर्तों सहित पूरा विवरण अनुलग्नक -I में दिया गया है और वेबसाइट <http://www.nwda.gov.in> पर भी उपलब्ध है।
3. प्रतिनियुक्ति पर चयनित अधिकारी के वेतन को कार्मिक एवं प्रशिक्षण विभाग कार्यालय ज्ञापन संख्या 6/08/2009-स्थापना (वेतन-II) दिनांक 17.06.2010 में निहित प्रावधानों के अनुसार विनियमित किया जाएगा और समय-समय पर संशोधित किया जाएगा।
4. चयनित अधिकारी सरकार द्वारा आवंटित सामान्य पूल आवास के लिए पात्र नहीं होंगे। पद पर नियुक्ति के लिए चयनित अधिकारी को स्थायी आमेसन की शर्त से छूट दी जाएगी।
5. पद के लिए चुने जाने के बाद उम्मीदवारों को बाद में अपनी उम्मीदवारी वापस लेने की अनुमति नहीं दी जाएगी।

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6. नियततिथि के बाद या एसीआर/एपीएआर के बिना प्राप्त आवेदनों या अन्यथा अपूर्ण पाए गए या उचित चैनल के माध्यम से प्राप्त नहीं किए गए आवेदनों पर विचार नहीं किया जाएगा। आवेदन जमा करने की अंतिम तिथि "रोजगार समाचार" में विज्ञापन के प्रकाशन की तिथि से 45 दिनों के भीतर होगी।

7. सक्षम प्राधिकारी द्वारा विधिवत प्रमाणित निर्धारित प्रारूप में पूर्ण बायोडाटा, उनके अद्यतित वार्षिक प्रदर्शन मूल्यांकन रिपोर्ट डोजियर (2023-2024 तक समाप्त होने वाले अंतिम 5 वर्ष) और सतर्कता मंजूरी प्रमाण पत्र **उप निदेशक (प्रशासन), राष्ट्रीय जल विकास अभिकरण, 18-20, सामुदायिक केंद्र, साकेत, नई दिल्ली - 110017, फोन: 011-26561046** को भेजा जा सकता है।

8. सभी से अनुरोध है कि इस रिक्ति परिपत्र को प्रचार के लिए उनकी वेबसाइट पर अपलोड करने की कृपा करें।

यह सक्षम प्राधिकारी के अनुमोदन से जारी किया जाता है।

संलग्न: यथोपरि

भवदीय

(खुशाल सिंह)

उप निदेशक (प्रशा.)

प्रतिलिपि:-

1. निदेशक (एमडीयू), रा.ज.वि.अ., साकेत, नई दिल्ली को रा.ज.वि.अ. वेब साइट पर रिक्ति परिपत्र अपलोड करने के लिए।
2. निदेशक तकनीकी, एनआईसी, जल संसाधन, नदी विकास एवं गंगा संरक्षण विभाग, श्रम शक्ति भवन, नई दिल्ली को उपरोक्त परिपत्र को जल संसाधन, नदी विकास एवं गंगा संरक्षण विभाग की वेबसाइट पर अपलोड करने के अनुरोध के साथ।
3. निदेशक, सॉफ्टवेयर प्रबंधन निदेशालय, केंद्रीय जल आयोग, आरके पुरम, नई दिल्ली, सीडब्ल्यूसी की वेबसाइट पर परिपत्र अपलोड करने के अनुरोध के साथ।

Eligibility Conditions for appointment to the post of Director(MDU) in National Water Development Agency (NWDA).

No. Of Vacancy	:	01(ONE)* -(*Subject to variation depending on work load)
Place of posting	:	HQs, New Delhi
Method of Recruitment	:	By Promotion/ Deputation (Including Short Term Contract)
Level in the Pay Matrix or Scale of Pay	:	Level-12 in the Pay matrix (Rs.78800-209200)
Classification	:	Group 'A' Non - Ministerial
Eligibility	:	<p>Officers under the Central/State Govt./ Public Sector Undertakings/ Semi Govt./ Statutory or Autonomous Organisations/ Engineering Universities/ Research and Development Organisations:-</p> <p>(a)(i) holding analogous post on regular basis in the parent cadre/ department; or  (ii) with 5 years regular service in the grade rendered after appointment thereto on regular basis in the Level-11 (Rs. 67700-208700/-) of Pay Matrix or equivalent;</p> <p>And</p> <p>(b) Possessing a degree in Civil Engineering/ Master's degree in Maths/ Computer/Physics/statistics with specialization in Hydrology/ Post Graduate in Hydrology / Water Resources or equivalent from a recognized university or equivalent.</p> <p>Note:- (1) The departmental Deputy Director (Hydrology) with 5 years of regular service in the grade will also be considered and in case he is selected for appointment to the post, the same shall be deemed to have been filled up by promotion.</p> <p>(2) The departmental officers in the feeder grade who are in direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>(3) Period of deputation (Including Short Term Contract) including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation/ Department of Central Government shall ordinarily not exceed 3 years. The Maximum age limit for appointment on deputation (Including Short Term Contract) shall be not exceeding 56 years as on the closing date for receipt of applications.</p>

Job Description (in Brief)	:	The Multi-Disciplinary Unit (MDU) is to look after the works of collection, updating of information through web pages, e-governance modules, security auditing of NWDA website, preparation of various contents and publication and distribution of Jal Vikas Quarterly Magazine and Annual Reports of NWDA, Keeping track of and Circulars/ Orders relating to Vacancy, Tenders, Vigilance, Court Cases, Grievances of NWDA, assist Chief Engineer(HQ), NWDA for all works relating to MDU, NWDA.
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(Khushal Singh)  
Deputy Director (Admn.)

**BIO- DATA**

Paste recent  
passport size  
photo

Name of the post applied for :-			
1.	Name and Address (in Block Letters)	:	
2.	Date of Birth (in Christian era)	:	
3.	(i) Date of entry into service	:	
	(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		Qualification/ 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	
5.1	<b>Note:</b> This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.		
5.2	In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.		
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.	:	
6.1	<b>Note:</b> Borrowing Departments are to provide their specific comments/ views confirming the relevant Essential Qualification/ Work experience possessed by the Candidate (as indicated in the Biodata) with reference to the post applied.		

7.	Details of Employment, in chronological order. <b>Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.</b>				
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 detail) highlighting experience required for the post applied for
<b>Important:</b> 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		
9.1	<b>Note:</b> In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.				
9.2	<b>Note:</b> Information under Column 9 (c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a lien in his parent cadre/ 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.	<b>Additional details about present employment:</b> 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.	<b>Total emoluments per month now drawn</b>			
	Basic Pay in the PB		Grade Pay	Total emoluments
15.	In case the applicant belongs to an Organization which is not following the Central Government pay-scales, the latest salary slip issued by the Organization showing the following details may be enclosed.			
	Basic Pay with Scale of Pay and rate of increment		Dearness Pay/interim relief/other Allowances etc., (with break-up details)	Total Emoluments
16.A	Additional information, if any, relevant to the post you applied for in support of your suitability for the post. (This among other things 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	Achievements: 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	:	
19.	Choice of Posting	:	1. Preference : _____ 2. Preference : _____ 3. Preference : _____

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)

Address with Mobile Number \_\_\_\_\_

Date:

**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 CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 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 in enclosed. (as the case may be)

**Countersigned**

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