



F.No. V-15/CE/PW/ES-1/2015/ 2083
अंडमान तथा निकोबार प्रशासन
ANDAMAN AND NICOBAR ADMINISTRATION
मुख्य अभियंता का कार्यालय
OFFICE OF THE CHIEF ENGINEER
अंडमान लोक निर्माण विभाग
ANDAMAN PUBLIC WORKS DEPARTMENT
निर्माण भवन/NIRMAN BHAWAN

Port Blair, dated the 23rd April, 2026

CIRCULAR

A copy of letter No. 29-5/2021-PWD/186 dated 08/04/2026 received from the Assistant Secretary (PWD), A & N Administration, Secretariat enclosing letter No. 5/9/2021-Admn./2832-2938 dated 17/03/2026 received from the Deputy Director (Admn.), National Water Development Agency, Ministry of Jal Shakti, Govt. Of India, New Delhi is forwarded in connection with filling up of one post of "Administrative Officer" on deputation basis in Pay Level -10 (56100-177500) in National Water Development Agency (NWDA).

In this regard, it is requested to kindly circulate the above among all eligible officers working under your jurisdiction.


The applications of the officials who are eligible and willing to apply for the above post may be forwarded in the enclosed format through proper channel with their upto date confidential report Dossiers (Last 5 years) and Vigilance Clearance Certificate to the Deputy Director (Admn.), National Water Development Agency, New Delhi.


Engineer Officer
To Chief Engineer


The Circular is enclosed for ready reference.

To

1. All Superintending Engineer under APWD.
2. All Executive Engineer under APWD.
3. ✓ The Executive Engineer, E&M (Plg), CE's Office, Sri Vijaya Puram for uploading the same in departmental website.

Engineer Officer
To Chief Engineer


F. No. 29-5/2021-PWD/ 186
अण्डमान तथा निकोबार प्रशासन
Andaman and Nicobar Administration
सचिवालय / Secretariat

मुख्य अभियंता का कार्यालय
Office of the Chief Engineer
आव.सं. / R.D. No. 6485
दिनांक / Date: 09/04/26
अण्डमान और निकोबार प्रशासन
Andaman Public Works Department

Sri Vijaya Puram, dated the 08th April, 2026

सी. ई./CE
ई.ओ./EO
स.नि. (अ.)/AD (A)
स.अ. (प.)/SE (P)
न. नि./TCP
स.अ.नि. (नि)/AE (N)

Sub:- Filling up the post of Administrative Officer on deputation basis in National Water Development Agency (NWDA)- reg.

Copy of Vacancy Circular No. 5/9/2021-Admn./2832-2938 dated 17.03.2026 and its enclosures received from the Deputy Director (Admn.), National Water Development Agency, Ministry of Jal Shakti, Government of India, Department of Water Resources, River Development and Ganga Rejuvenation, New Delhi on the subject cited above is forwarded to the Chief Engineer, APWD, Nirman Bhawan, Sri Vijaya Puram for information and necessary action.

Handwritten notes:
13/4
M.S. Bringe
13/4

Handwritten signature:
08/04/26

सहायक सचिव (लो.नि.वि)
Assistant Secretary (PWD)

Handwritten signature:
8/4/26

~~CE, APWD~~

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540/12
13/4/26



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)



गु.स.का गोपनीय अनुभाग
CS's Confidential Cell
प्रा.प्रे.स./R.D.No. 3555
दिनांक / Date 27/3/26



No.5/9/2021-Admn./ 2832-2938

Dated: 17.03.2026

CE
OS (P.W.D.)

VACANCY CIRCULAR
Advt. No. 02/2026

सचिव (PWD)
सचिव का निजी अनुभाग
नि. Section of Secy. (921)
प्राप्ति संख्या / Receipt No. 31326
दिनांक / Date

Sub: Filling up the post of Administrative Officer on deputation basis in National Water Development Agency (NWDA).

La
02/4/26
AS (P.W.D.)
OS (P.W.D.)
31/3/26
Uttam Kumar

It is proposed to fill up the under mentioned post in the National Water Development Agency at New Delhi on deputation basis (including short term contract).

Sl. No.	Position	Pay Matrix	No. of the post
1	Administrative officer	Level-10 (56100-177500)	01

2. Qualification/Experience/Eligibility :

Sl. No.	Position	Qualification/Experience/Eligibility
1	Administrative Officer	<p>Officer under the Central/State Govt./PSU/Semi Govt./ Statutory/ Autonomous Organistaions :</p> <p>a) (i) holding analogous post on regular basis in the parent cadre/ department; OR</p> <p>(ii) with two years regular service in the grade rendered after appointment thereto on regular basis in the level-8 (Rs. 47600-151100) of Pay Matrix or equivalent in the parent cadre or department; OR</p> <p>(iii) with three years regular service in the grade rendered after appointment thereto on regular basis in the level-7 (Rs.44900-142400/-) of Pay Matrix or equivalent in the parent cadre or department; and</p> <p>b) (i) possessing degree from a recognised University or equivalent; and</p> <p>(ii) possessing 2 years experience in handling the Administrative/ Vigilance/Court cases and having knowledge of office procedures and establishment</p>

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matters.

Note:

The departmental candidates in the feeder cadre who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.

3. The officer selected, will be posted in NWDA Headquarters, New Delhi. The maximum age limit for appointment on deputation (including short term contract) shall not exceed 56 years on the closing date for receipt of applications. Appointment on deputation (including short term contract) will be on Foreign Service terms for a period of 3 years. The Organizational setup and other details can be seen on website <http://www.nwda.gov.in>.

4. The pay and other terms and conditions of deputation of the officer selected, will be regulated in accordance with the provisions contained in DOPT O.M No.6/08/2009-Estt (Pay-II), dt.17.6.2010 and OM No. 2/11/2017-Estt.(Pay-II) dated 24.11.2017 and 15.03.2021 as amended from time to time. The officer selected will not be eligible for General Pool Accommodation.

5. Complete Bio-data of suitable and willing officers, who fulfill the requisite qualifications and experience for the above post(s), may be forwarded in the enclosed format through proper channel with their up to date Confidential Report Dossiers (last 5 years) and vigilance clearance certificate to Dy. Director (Admn.), National Water Development Agency, 18-20 Community Centre, Saket, New Delhi-110017 so as to reach within a period of **60 days** from the date of publication of the advertisement in the Employment News.

6. The Agency reserves the right to increase/decrease the number of posts or withdraw all or any of the above mentioned post (s) at any time without assigning any reason.

Encl: As above.

Digitally signed by
Khusal Singh
Dy. Director (Admn.)
Date: 17-03-2026
10:45:52

Copy to:-

1. All Ministries of Government of India (as per list enclosed).
2. All State/Union Territory Governments (as per list enclosed).
3. Chief Engineer (South) / (North); NWDA, Hyderabad / Lucknow.
4. Director (MDU), NWDA, Saket, New Delhi for display on NWDA web site.
5. Technical Director, NIC, DoWR, RD & GR, Shram Shakti Bhawan, New Delhi with the request to upload the above circular on the website of DoWR, RD&GR.

CM

6. Under Secretary (CS-I), Department of Personnel & Training, 2nd Floor Lok Nayak Bhawan, Khan Market, New Delhi with the request to give publicity of the above circular through DoPT website.
7. Notice Board, NWDA, Saket/Palika Bhawan, New Delhi.

18-20, समुदायिक केंद्र, साकेत, नई दिल्ली-110017
दूरभाष: 011-26518184, 26657335 011-26800411, 26013849
वेबसाइट: www.nwda.gov.in



18-20, Community Centre, Saket, New Delhi-110017
Phone: 011-26518184, 26657335 Fax 011-26960641, 26513846
Website: www.nwda.gov.in

BIO- DATA

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Name of the post applied for :-				Recently Passport Photo
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		
Essential		Essential		
(A) Qualification		(A) Qualification		
(B) Experience		(B) Experience		
Desirable		Desirable		
(A) Qualification		(A) Qualification		
(B) Experience		(B) Experience		
5.1	Note: 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	Note: 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. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.			
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
<p>Important: 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:</p>				

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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 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/organisation to which the applicant belongs.	(d) Name of the post and pay of the post held in Substantive capacity in the parent organisation
9.1.	Note: 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.	Note: 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/organisation 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.	Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column)	:	
(a)	Central Government	:	
(b)	State Government	:	
(c)	Autonomous Organisation	:	
(d)	Government Undertaking	:	
(e)	Universities	:	
(f)	Others	:	

CF

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	Total emoluments per month now drawn		
	Basic Pay in the PB /Pay	Grade Pay / Level	Total emoluments
15	In case the applicant belongs to an Organisation which is not following the Central Government pay-scales, the latest salary slip issued by the Organisation 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.	:	
	(Note: Enclose a separate sheet if the space is insufficient)	:	
17.	Please state whether you are applying for deputation (ISTC)/Absorption/Reemployment 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	:	

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 _____

Mobile No. _____

E-mail ID: _____

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)