

Central Adoption Resource Authority
Ministry of Women & Child Development,
Government of India,
West Block - 8, Wing - 2, 2nd Floor,
R.K. Puram, New Delhi - 110066

H-11016/1/2019/PQ/Admn-CARA

20/11/2019

Sh. Swapan Dey
Section Officer (Admn)
Ministry of Women & Child Development,
Shastri Bhawan, New Delhi.

Sub : Information/ inputs for Rajya Sabha Provisionally Admitted Starred/ Unstarred Question No. – U16 raised by Sh. Harshvardhan Singh Dungarpur, Hon'ble MP for 21/11/2019 – regarding.

Sir,

This has reference to your email dated 15/11/2019 regarding Rajya Sabha Provisionally Admitted Starred/ Unstarred Question No. – U16 for answer by the Hon'ble Minister of Personnel, Public Grievances and Pensions on 21/11/2019 related to "Vacant Posts in Central Services/ Government". In this regard, draft inputs/ reply pertaining to CARA are given below:-

S.No.	Question	Reply
(a)	Whether it is a fact that various posts are lying unfilled in the Central Government Services;	As of now, 17 posts are vacant in CARA against sanctioned strength of 37 as these have been newly created by the Government of India for Strengthening of CARA after it became a Statutory Body.
(b)	If so, the details thereof; category wise;	Details attached at Annexure-I .
(c)	The measures taken by Government to fill up vacant posts in Government services in a time bound manner for various categories; and	On approval of the newly created posts for CARA, the Recruitment Rules have been revised and approved. The posts were advertised earlier and three posts have been filled through deputation. The recruitment for the vacant posts is under process.
(d)	If so, the details thereof?	Advertisement inviting applications to fill up 15 posts in CARA was again published in Employment News for the week 20/07/2019 to 26/07/2019. Copy of Advertisement enclosed at Annexure-II .

This issues with the approval of Member Secretary & CEO, CARA.

Yours faithfully,



(B.M. Tiwari)

Assistant Director, CARA
Central Adoption Resource Authority
Ministry of Women & Child Development
Government of India
West Block-8, Wing-2, 2nd Floor,

Encl. : As above.

STATUS OF THE REGULAR POSTS
IN THE CENTRAL ADOPTION RESOURCE AUTHORITY (CARA) AS ON 20/11/2019

S. No.	Name of the Post	Pay in the Pay Matrix as per the 7 th CPC		No. Sanctioned posts	Vacant Posts
		Level	Pay Matrix		
I. GROUP – A Equivalent:					
1.	Member Secretary & CEO	14	1,44,200-2,18,200	1	-
2.	Director (Programme)	13	1,23,100-2,15,900	1	-
3.	Joint Director	12	78,800-2,09,200	1	-
4.	Integrated Finance Officer	11	67,700-2,08,700	1	01 Vacant (Advertisement published on 20/07/2019 to fill-up the post on Deputation).
5.	Deputy Director (Programme)	11	67,700-2,08,700	2	02 Vacant (One vacancy arose on 30/06/2018 due to incumbent superannuating and the other on 31/08/2018 due to incumbent proceeding on deputation in NTA). (Advertisement published second time on 20/07/2019 to fill-up the post through deputation).
6.	Deputy Director (Administration)	11	67,700-2,08,700	2	02 Vacant (Advertisement published second time on 20/07/2019 to fill-up the newly created post through deputation).
7.	Senior System Analyst	11	67,700-2,08,700	1	01 Vacant (Advertisement published second time on 20/07/2019 to fill-up the newly created post through deputation).
8.	Assistant Director (Programme)	10	56,100-1,77,500	6	04 Vacant (Advertisement published second time on 20/07/2019 to fill-up the newly created

					post through deputation). There is a stay on filing up one post by the Hon'ble CAT on the matter of OA filed by an employee.
9.	Assistant Director (Administration)	10	56,100-1,77,500	4	01 Vacant (Advertisement published second time on 20/07/2019 to fill-up the newly created post through deputation). There is a stay on filing up one post by the Hon'ble CAT in the matter of OA filed by an employee.
10.	Content Manager	10	56,100-1,77,500	1	01 Vacant (Advertisement published second time on 20/07/2019 to fill-up the newly created post through deputation).
11.	Data Analyst	10	56,100-1,77,500	1	01 Vacant (Advertisement published second time on 20/07/2019 to fill-up the newly created post through deputation).
II. GROUP - B Equivalent:					
12.	Accounts Officer	7	44,900-1,42,400	1	-
13.	Private Secretary	6	35,400-1,12,400	1	-
14.	Assistant	6	35,400-1,12,400	1	-
15.	Accountant	6	35,400-1,12,400	1	01 Vacant Vacancy arose on 01/11/2019 due to promotion of incumbent as Accounts officer.
16.	Hindi Translator	6	35,400-1,12,400	1	01 Vacant (Advertisement published second time on 20/07/2019 to fill-up the newly created post through deputation). Presently filled through short term contract.
17.	Research Assistant	6	35,400-1,12,400	1	-
18.	Personal Assistant	6	35,400-1,12,400	1	01 Vacant Vacancy arose on

					01/11/2019 due to promotion of incumbent as Private Secretary.
III. GROUP - C Equivalent:					
19.	Research Investigator	5	29,200-92,300	1	-
20.	Junior Investigator	5	29,200-92,300	1	Incumbent under suspension w.e.f 26/04/2011 and presently fill-up through short term contract.
21.	Data Entry Operator	4	25,500-81,100	3	-
22.	Hindi Typist	2	19,900-63,200	1	01 Vacant (Advertisement published second time on 20/07/2019 to fill-up the newly created post through deputation). Presently filled through short term contract.
23.	Lower Division Clerk	2	19,900-63,200	1	-
24.	Multi Tasking Staff	1	18,000-56,900	2	-
			Total	37	17



CENTRAL ADOPTION RESOURCE AUTHORITY

(A Statutory Body of the Ministry of Women & Child Development, Govt. of India),

West Block-8, Wing-II,

2nd Floor, R.K. Puram, New Delhi- 110066


Central Adoption Resource Authority (CARA), which deals with all matters concerning Child Adoption in India/Abroad, urgently requires the following posts on deputation basis on 'foreign service terms' (including short term contract), initially for three years extendable upto five years.

- (A) Deputy Director (Programme) – 02 post (Deputation/Short Term Contract)
- (B) Deputy Director (Administration) – 02 post (Deputation/Short Term Contract)
- (C) Assistant Director (Programme) – 04 post (Direct /Deputation/Short Term Contract)
- (D) Assistant Director (Admin.-Legal)- 01 post (Direct/Deputation/Short Term Contract)
- (E) Integrated Finance Officer – 01 post (Deputation/Short Term Contract)
- (F) Sr. System Analyst - 01 post (Deputation/Short Term Contract)
- (G) Content Manager – 01 post (Deputation/Short Term Contract)
- (H) Data Analyst – 01 post (Deputation/Short Term Contract)
- (I) Hindi Translator – 01 post (Deputation)
- (J) Hindi Typist – 01 post (Deputation)
- (K) Account Officer - 01 post (Deputation/ Short Term Contract)
- (L) Private Secretary - 01 post (Deputation)

The eligibility criteria are available on the CARA's website i.e. www.cara.nic.in

The eligible candidates must apply through proper channel along with (i) Copies of APAR dossiers for last 05 years, duly attested by the authorised signatory. If there is any gap in the APAR for the period during last 05 years, then APARs should be given for preceding year(s), to provide 05 years' APARs. (ii) Integrity Certificate & (iii) Vigilance clearance, in the proforma available on the website of CARA and MWCD. The application shall be sent to the CEO (CARA) at the address mentioned above, **within 30 days of the publication of this advertisement in Employment News.** Applications received incomplete or through email or after due date will not be entertained. CARA reserves the right to reject any or all applications/post without assigning any reason. Number of vacancies may increase or decrease as per requirement.

Member Secretary & CEO (CARA)


सुनील कुमार गुप्ता / Sugnil Kumar Gupta
सहायक निदेशक / Assistant Director
महिला एवं बाल विकास मंत्रालय
Ministry of Women & Child Development
भारत सरकार / Government of India
पश्चिम ब्लॉक-8, विंग-2, द्वितीय मंज, आर.के. पुरम
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