



F. No. A-12011/1/2021-E-I  
**Government of India**  
**Ministry of AYUSH**  
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GPO complex, B Block,  
AYUSH Bhavan, INA, New Delhi  
Dated: 15.06.2021

**VACANCY CIRCULAR**

Sub: **Filling up one post of Assistant Drug Controller (Unani), Ministry of AYUSH - reg**

It is proposed to fill up one post of Assistant Drug Controller (**Unani**), under the Ministry of AYUSH, Government of India.

2. The post is proposed to be filled up on deputation including short term contract basis. The details and eligibility criteria for filling up the post are given in **Annex-I**.

3. The application **in duplicate** complete in all respect should reach in the prescribed proforma through proper channel to Shri Abdul Sadiq Khan, Under Secretary, Establishment-I Division, Ministry of AYUSH, Government of India, AYUSH Bhawan, B-Block, GPO Complex, INA, New Delhi-110023 within 60 days from the date of publication of the advertisement for this post in the employment newspapers. The format for the application is given at **Annex-II**. Details are also available on the website of this Ministry (**www.ayush.gov.in**).

4. Hindi version will follow.

*Abdul Sadiq Khan*

(Abdul Sadiq Khan)

Under Secretary to the Government of India

Telefax: 011-24651961

**Encl: as above**

To:

All Ministries/ Departments/ Chief Secretaries to State Governments/ Administrators, UT Administrations for wider circulation of the vacancy.

Copy to:-

1. NIC for uploading on the website of Ministry of AYUSH
2. All organizations of Ministry of AYUSH as per standard list
3. DOPT with the request to upload it on their website.

**Government of India  
Ministry of AYUSH  
E-I Section  
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**Filling up one post of Assistant Drug Controller (Unani), Ministry of AYUSH,  
New Delhi-reg.**

Applications are invited, **in duplicate**, from eligible candidates for filling up one post of Assistant Drug Controller (Unani), Ministry of AYUSH, Government of India. The eligibility criteria and other details are given below. Details are also available on the website of this Ministry ([www.ayush.gov.in](http://www.ayush.gov.in)).

1	Name of the post	<b>Assistant Drug Controller (Unani)</b>
2	Number of post	One
3	Mode of Recruitment	Deputation(ISTC)/Promotion
4	Scale of pay/ Grade Pay	Level 11 of the pay matrix (Rs.67,700-2,08,700) Remarks:- plus NPA for BUMS qualification holders
5	Age limit for applying (as on the closing date for receipt of application)	Not exceeding 56 years
6	Eligibility Criteria	<b>1.Officers under the Central/ State Governments/ Union territories/ Recognized Research Institutions/Public Sector Undertakings(PSUs)/Autonomous or Statutory Organizations:</b>  (A) (i) holding analogous post on regular basis in the parent cadre/department;  OR  (ii) with five years service in the grade rendered after appointment thereto on a regular basis in Level-10 (Rs.56,100-1,77,500) in the pay matrix or equivalent in the parent cadre/department;  OR  (iii) with seven years service in the grade rendered after appointment thereto on a regular basis in Level-

		<p>8 (Rs.47,600-1,51,100) in the pay matrix or equivalent in the parent cadre/department</p> <p>AND</p> <p>(B) possessing following qualifications and experience:</p> <p><b><u>I. Essential:</u></b></p> <p>1. (i) Bachelors Degree in Unani from a recognized University or Institute and recognized under the Indian Medicine Central Council Act, 1970 (48 of 1970) and having five years experience in the field of manufacturing/testing/regulation Unani drugs.</p> <p><b>Note 1 :-</b> The Departmental Drug Inspector (Unani) in Level-8 of the pay matrix (Rs.47,600-Rs.1,51,100) with seven years of regular service in the grade having the educational qualifications and experience prescribed for deputationists shall also be considered along with outsiders and in case he/she is selected for appointment to the post, the same shall be deemed to have been filled by promotion.</p> <p><b>Note 2:-</b> Period of Deputation (Including Short Term Contract) including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other Organization/Department of Central Government shall ordinarily not to exceed 04 (four) years. The maximum age limit for appointment by transfer on deputation (ISTC) shall not be exceeding 56 years as on the closing date of the receipt of applications.</p>
7	Tenure of appointment	From the date of joining on the post to four years or upto the date of retirement in the parent organization, whichever is earlier.

8	Duties and Responsibilities	<ol style="list-style-type: none"> <li>1. To assist Deputy Drug Controller (ASU and H)/Drug Controller General (India) in uniform implementation of various provisions of Drugs and Cosmetics Act and Rules and Drugs and Magic Remedies Act and Rules related to ASU and H Drugs;</li> <li>2. To assist Deputy Drug Controller (ASUandH)/DCG(I) in coordinating with the State Licensing Authorities/Drug Controllers of ASU and H Drugs with respect to enforcement of relevant legal provisions, regulatory inspection or for WHO-GMP/CoPP certification of manufacturing units and approval or Iicensing of laboratories under Drugs and Cosmetics Rules, 1945 and investigation of adulterated/misbranded/spurious/ sub-standard Ayurveda, Siddha, Unani and Homoeopathy drugs moving in the inter-state commerce;</li> <li>3. To examine the technical matters of ASU and H drugs arising out of the provisions of Drugs and Cosmetics Act 1940 and Rules 1945 and Drugs and Magic Remedies Act, 1954 and Rules there under for imparting advice for uniform implementation of various provisions pertaining to Ayurveda, Siddha, Unani and Homoeopathy drugs.</li> <li>4. To supervise the activities and work performance of respective Ayurveda, Siddha, Unani and Homoeopathy Drug Inspectors and provide them necessary guidance and training.</li> <li>5. To assist in the processing, decision waking and making of replies/comments in the ASU and H drugs related technical or legal matters received from States, Central Ministries/Departments, Parliament, Parliamentary Committees, Courts and Public.</li> <li>6. To act as CPIO for disposal of RTI applications and public grievances related to ASU and H drugs.</li> <li>7. To provide technical assistance or report as and when required by the Deputy Drug Controller (ASU and H), DCGI, Ministry of AYUSH/Ministry of Health and Family Welfare in respect of ASU and H drugs.</li> </ol>
9	Place of duty	Ministry of AYUSH, New Delhi.

10	Last Date for receipt of applications	The application complete in all respect <b>in duplicate</b> should reach in the prescribed proforma through proper channel to Shri Abdul Sadiq Khan, Under Secretary, Establishment-I Division, Ministry of AYUSH, Government of India, AYUSH Bhavan, B-Block, GPO Complex, INA, New Delhi-110023 within 60 days from the date of publication of the advertisement for this post in the employment newspapers.
11	General Instructions	Applications not received through proper channel as well as those received after closing date of receipt of Application shall not be entertained and summarily rejected.

**Annex II****Application for the post of Assistant Drug Controller (Unani), Ministry of AYUSH, New Delhi**

1	Name in Block letters					Affix recent passport size Photograph duly self attested	
2	Address /Tel No./Mobile No./ E-mail ID						
3	Date of Birth (in Christian era)						
4	Age as on the closing date for receipt of application						
5	Age of superannuation in the present organization						
6	Educational and other Qualifications						
	S. No	Qualification	Board/ Institution	Year of Passing	Percentage/ Position/ Division		
7	Published research work						
	S.No.	Topic	Name of Publication				
8.	Details of Employment, in chronological order.						
	Name of Office	Post held	Nature of employment i.e. Ad-hoc or temporary or quasi-permanent or permanent or deputation or private	From	To	Scale of Pay	Nature of duties performed
9	Please state clearly whether in the light of the entries made by you above, you meet the requirements of the post.						
10	Additional information, if any, which you would like to mention in support of your suitability for the post.						
11	List of documents attached (All documents should be duly self attested. Application should be continuously page numbered)						

S No.	Name of the documents	Page No.

I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I also declare that no criminal case is pending/contemplated against me. I understand that in the event of any information being found suppressed/false or incorrect or ineligibility being detected before or after the selection, my candidature/appointment is liable to be cancelled.

Signature of the candidate\_\_\_\_\_

Name of Candidate\_\_\_\_\_

Place : \_\_\_\_\_

Date : \_\_\_\_\_

**CERTIFICATE/DOCUMENTS TO BE GIVEN BY HEAD OF OFFICE OF THE APPLICANT**

1. It is certified that the particulars furnished by the official are correct.
2. It is certified that no disciplinary/vigilance case is either pending or contemplated against the applicant and he/she is clear from the Vigilance angle.
3. It is certified that no major/minor penalty has been imposed or contemplated on him/her during the last 10 years.
4. The record of service of the official has been carefully scrutinized and it is certified that there is no doubt about his/her integrity.
5. This office has no objection and the applicant will be immediately relieved consequent upon his/her selection for the post of Assistant Drug Controller (Unani) in Ministry of AYUSH, New Delhi.
6. The photocopies of ACRs for the last 5 years duly attested on each page are enclosed.

Date:.....

Signature:.....

Place:.....

Name:.....

Designation:.....

Name of organization-----

OFFICIAL SEAL