

SARDAR VALLABHBHAI PATEL NATIONAL POLICE ACADEMY
(Government of India: Ministry of Home Affairs)
Hyderabad - 500 052.

No.15011/01/2021-Estt/SFN/Deptn/A4-P1/379

Dated: 11.05.2026

To,

1. All Ministries / Departments of Government of India.
2. The Chief Secretaries to the Governments of all States / UTs.
3. The Directors General of all CAPFs & CPOs.
4. The Directors General/Inspectors General of Police of all States / UTs.
5. The Director, National Informatics Centre, A-Block, CGO Complex, Lodhi Road, New Delhi.
6. The Director, Indian Institute of Technology, Delhi/Bombay/Chennai/Kanpur/Kharagpur/Roorkee/Guwahati/Hyderabad/Indore/Bhubaneswar.
7. The Secretary, Department of Personnel and Training, New Delhi.
8. The Chief Secretary, General Administration Department, Amaravati, AP.
9. The Director, Directorate of Information Technology, Amaravati, AP.
10. The Managing Director, Andhra Pradesh State Data Centre (APSDC), Mangalagiri, AP.
11. The Chief Secretary, General Administration Department Telangana, Hyderabad, TS.
12. The Principal Secretary (IT), Telangana Information Technology Department, Hyderabad.
13. The Managing Director, Telangana State Technology Services (TSTS), Hyderabad, TS.
14. The Chairman, Electronics Corporation of India Limited, Hyderabad, Telangana.
15. The Chairman & Managing Director, Bharat Electronics Limited, Bengaluru, Karnataka.
16. The Director General, Centre for Development of Advanced Computing, Pune, MH.

Sub: Inviting Nominations for the post of 'Network Administrator' in SVP National Police Academy, Hyderabad on deputation Basis.

Sir,

Nominations are invited from eligible officers under the Central Government Offices/Departments/Organisations/State Governments/PSUs for filling up **Two (02) posts of Network Administrator** in the Sardar Vallabhbhai Patel National Police Academy, Hyderabad on deputation basis.


2. The details of pay and allowances, as well as the eligibility criteria, are given in Annexure-I enclosed herewith. The same are also available on the SVP NPA website: <http://www.svpnpa.gov.in> under 'Vacancies' tab.
3. It is requested that the above vacancy may kindly be circulated among all Departments/Institutions/Offices under your charge and also be hosted on their respective website. The nominations of eligible officials, along with their bio-data in the prescribed proforma (Annexure-II), duly attested and countersigned by the competent authority, may please be forwarded to this Academy **through proper channel** at the earliest and, in any case, not later than 42 days from the date of publication of this notice in the Employment News.
4. This is issued with the approval of the Director.

Encl: As above

Yeeruf
11.5.26

Administrative officer (Estt)
SVP NPA, Hyderabad.

01	Name of the Post	Network Administrator
02	Classification of the post	General Central Service Group-C, Non-Gazetted, Non-Ministerial
03	Level in the Pay Matrix	Level 5 in the Pay Matrix
04	DA, HRA & other allowances	As admissible under the Central Government orders from time to time.
05	Training Allowance	Not Applicable
06	Method of Recruitment	By promotion failing which by deputation (including short-term contract).
07	Eligibility Criteria	<p>Deputation (including short-term contract) :</p> <p>Officer under the Central or State Governments: -</p> <p>(i) holding analogous post on a regular basis in the parent cadre or Department, or,</p> <p>(ii) with five years regular service as Data Entry Operator in level-4 in the pay matrix (Rs.25,500 – Rs.81,100/-) or equivalent in the parent cadre or</p> <p>Department and possessing the following educational qualifications and experience: -</p> <p>(a) Essential:</p> <p>(i) 12th Standard or equivalent pass with Science and Mathematics subjects from a Government recognized Board with certificate in one year diploma in computer applications or department of electronics and accreditation of computer courses-A level from Government Institution or Govt recognized Institution; or</p> <p>(ii) Diploma in Electronics and Communication or Information Technology from a recognised University; or</p> <p>(iii) Bachelor Degree in Electronics or Computer Science or Communication or Information Technology from a recognised university; or</p> <p>(iv) Bachelor Degree in Computer Applications from a recognised University.</p> <p>(b) Experience:</p> <p>(i) Two years experience in networking from recognised public institution.</p> <p>(c) Desirable:</p> <p>Cisco certificated network associate (CCNA) with two years experience from recognised public institution.</p> <p>Note 1: The Departmental officers in the feeder category who are in direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2: The Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not to exceed three years.</p> <p>Note 3: The maximum age limit for appointment by deputation shall not be exceeding fifty-six years as on the last date of receipt of applications.</p>
08	Nature of Duties	<ul style="list-style-type: none"> • He will assist the System Administrator and Web Administrator in all the IT related activities as per requirement. • He will understand all the functionalities and day-to-day handling of IT network equipment like WIFI Access Points and LAN Switches, to minimise the network downtime. • Any other duty allotted to him by the competent authority.


 Administrative officer (Estt)

BIO –DATA/ CURRICULUM VITAE PROFORMA

1. Name and Address (in Block Letters)		
2. Date of Birth (in Christian era)		
3. i)Date of entry into service		
3. 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		Qualifications / 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
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.		

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 details) highlighting experience required for the post applied for.

*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:

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.
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 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. Total emoluments per month now drawn			
Basic Pay in the PB		Grade Pay	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 in the PB	Dearness Pay/ interim relief. other allowances etc (with break –up details)	Total Emoluments.
<p>16.A Additional information, if any, relevant to the post you applied for in support of your suitability for the post. This among other thing 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)</p>		
<p>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 /</p>		

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/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	

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

Date :

Contact Address _____

Mobile No. _____

e-mail ID: _____

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 Dossier in original is enclosed/ photocopies of the ACRs for the last 05 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 is enclosed (as the case may be).

Countersigned

(Employer/ Cadre Controlling Authority with Seal)

Note : Attested copies of Annual Confidential Reports for the preceding five years (from 2020-21 to 2024-25) along with Integrity, Vigilance Certificate and details of Major/Minor penalty for the last 10 years should be enclosed.