



# भारतीय प्रतिस्पर्धा आयोग COMPETITION COMMISSION OF INDIA

3<sup>rd</sup> Floor, Hindustan Times House,  
18-20, Kasturba Gandhi Marg, New Delhi - 110 001  
Tel: +91-11-23473400 Fax: +91-11-23704686



Fair Competition  
For Greater Good

## FILLING UP POSTS IN CCI ON DIRECT RECRUITMENT BASIS

The **COMPETITION COMMISSION OF INDIA**, established as a statutory body, is entrusted with the responsibility to prevent practices having adverse affect on competition, to promote and sustain competition in markets, to protect interests of consumers and to ensure freedom of trade carried on by other participants in markets, in India, and for matters connected therewith or incidental thereto. The Commission is looking for bright and young Indian professionals with ability and aptitude to discharge the core functions of the Commission, which in terms of specific activities would involve prevention of anti-competitive agreements/abuse of dominate position, regulation of combinations and competition advocacy. Similarly, an efficient team of corporate service is also needed for smooth functioning of the Commission.

### POSITIONS AVAILABLE AND OTHER DETAILS:

The details including number of posts, pay-scales, reservations applicable etc. are given below.

Sl. No	NAME & NO. OF THE POSTS	PAY LEVEL IN PAY MATIX (PRE-REVISED SCALE)	AGE LIMIT	TOTAL NO. OF POSTS	NO. OF RESERVED POSTS
<b>Professional Staff</b>					
1.	DIRECTOR (LAW)	Level 13A (PB 4, Rs.37400-67000 + Grade Pay Rs.8900)	Between 40 and 45 years	1	NIL
2.	DIRECTOR (ECONOMICS)	Level 13A (PB 4, Rs.37400-67000 + Grade Pay Rs.8900)	Between 40 and 45 years	1	NIL
3.	DIRECTOR (FINANCIAL ANALYSIS)	Level 13A (PB 4, Rs.37400-67000 + Grade Pay Rs.8900)	Between 40 and 45 years	1	NIL
4.	JOINT DIRECTOR (LAW)	Level 13 (PB 4, Rs.37400-67000 + Grade Pay Rs.8700)	Between 35 and 40 years	1	OBC - 2 (Backlog)
5.	JOINT DIRECTOR (ECONOMICS)	Level 13 (PB 4, Rs.37400-67000 + Grade Pay Rs.8700)	Between 35 and 40 years	1	
6.	DEPUTY DIRECTOR (LAW)	Level 12 (PB 3, Rs.15600-39100 + Grade Pay Rs.7600)	33 years	7	ST -1 OBC -1 UR -5
7.	DEPUTY DIRECTOR (ECONOMICS)	Level 12 (PB 3, Rs.15600-39100 + Grade Pay Rs.7600)	33 years	2	ST -1 UR -1
8.	DEPUTY DIRECTOR (FINANCIAL ANALYSIS)	Level 12 (PB 3, Rs.15600-39100 + Grade Pay Rs.7600)	33years	3	OBC -1 UR -2
<b>Support Staff</b>					
9.	OFFICE MANAGER (CORPORATE SERVICE)	Level 10 (PB 3, Rs.15600-39100 + Grade Pay Rs.5400)	28 years	13	SC - 2 OBC - 3 UR - 9
10.	OFFICE MANAGER (LIBRARY SERVICES)	Level 10 (PB 3, Rs.15600-39100 + Grade Pay Rs.5400)	28 years	1	1 post reserved for PH candidate

@ Vacancies are subject to change and the Commission, at its discretion, may or may not fill up all or any of the posts.

### SUBMISSION OF APPLICATION :

Candidates desirous of appearing in the examination for direct recruitment are advised to satisfy themselves that they fulfill the minimum qualifications and experience criteria prescribed for the post(s) against which they are applying.

(a) Please read carefully the detailed instructions contained in this notice.

(b) The application in the prescribed proforma, along with the requisite documents and fee for the prescribed amount should reach to "**Deputy Director (HR Division) , Competition Commission of India, 3<sup>rd</sup> Floor, Hindustan Times House, 18-20, Kasturba Gandhi Marg, New Delhi-110001**" **latest by 18th August, 2017**. Applications received after the prescribed date will **not** be entertained.



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**Invitation of Applications for Direct Recruitment for various posts in the CCI**

*Position Available and other Details ([Annexure-I](#))*

*Instruction and Guidelines to Candidates ([Annexure – II](#))*

*[Submission of applications](#)*

*Application format ([Annexure – III](#))*

*Syllabus for written test examination ([Annexure-IV](#))*

Last date for submission of application – **18th August, 2017 (Friday)**

Date of written test – **29th October, 2017 (Sunday)**.



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**Invitation of Applications for Direct Recruitment for various posts in the CCI**

**Introduction**

1. The Competition Commission of India is looking for professionals in Law, Economics and Financial Analysis with a flair for research and critical analysis. Similarly, a core team of support staff is also required to manage the resources of the Commission and ensure smooth functioning of the Commission.

**About the Commission**

2. The Commission has been established as a statutory body entrusted with the responsibility to prevent practices having adverse effect on competition, to promote and sustain competition in markets, to protect interests of consumers and to ensure freedom of trade carried on by other participants in markets, in India, and for matters connected therewith or incidental thereto. To know more about the Commission, please visit our website at **[www.cci.gov.in](http://www.cci.gov.in)**.

**Our Requirement**

3. The Commission is looking for bright and young Indian professionals with ability and aptitude to discharge the core functions of the Commission, which in terms of specific activities, would involve prevention of anti-competitive agreements/abuse of dominant position, regulation of combinations and competition advocacy i.e. to advise the Central/State Governments and other public authorities in competition policy matters and initiate measures creating awareness and imparting training about competition issues. The Commission would facilitate development of necessary professional competence to deal with all these issues, in future, which will provide excellent opportunity for career development and capacity building for its employees. Similarly, a core team of corporate services is also required to manage the resources of the Commission and ensure smooth functioning of the Commission.

**Compensation Package**

4. In addition to the pay, as per pay matrix for each position indicated at [Annexure-I](#), benefits like insurance, accommodation as per rule, LTC, medical reimbursement and other compensation packages are also available as admissible to the employees of the Commission.

## **Positions available and other details**

5. The details of the openings available, including pay-scales, minimum educational qualifications and experience required, number of posts, reservation applicable etc. are given at [Annexure-I](#). However, the numbers of vacancies are subject to change and the Commission, at its discretion, may or may not fill up any or all the posts.

## **Submission of applications**

6. The candidates are advised to go through the detailed instructions and guidelines at [Annexure-II](#) before filling up the application form as per applicable format given at [Annexure-III](#).

The application form, complete in all respects, along with the requisite documents and fee for the prescribed amount should reach the undersigned at:

**DEPUTY DIRECTOR (HR)**  
**COMPETITION COMMISSION OF INDIA,**  
3<sup>rd</sup> FLOOR, HINDUSTAN TIMES HOUSE,  
18-20, KASTURBA GANDHI MARG, NEW DELHI-110001

**Latest by 18<sup>th</sup> AUGUST, 2017.**

## **Mode of Selection**

7. All the applications received within the due date will be screened with reference to the minimum educational qualifications and experience criteria prescribed.

- i. Eligible shortlisted candidates would be required to appear for a written test likely to be held on **29<sup>th</sup> October, 2017 (Sunday)**.
- iii. The selection process would consist of two parts - written test & interview. Out of total 100 marks assigned to the whole selection process, the written test would be for 80 marks and 20 marks would be assigned to interview.
- iii. The Written Test would be of three hours duration and for a total of 80 marks. This test would assess the subject knowledge, analytical ability, interpretation ability, comprehension skills and writing skills of the candidates. The written test will have two parts. The first part will be for a total of 35 marks. It will be having multiple choice questions as well as descriptive questions. This part will test the general knowledge, comprehension skills and writing skills of the candidates. The second part, which requires descriptive answers, will be for a total of 45 marks. The questions in the second part will be on the professional subject of the post for which the candidate has applied for.
- iv. The Syllabus for professional subjects for various posts is given in [Annexure-IV](#). Other instructions regarding written examination and the examination centre etc. will be communicated to the eligible candidates separately along with the Admit Card.

- v. Minimum qualifying marks for Written Test and Interview will be as under:-

	<b>Minimum qualifying marks in Written Test (out of 80 marks)</b>	<b>Minimum qualifying marks in Interview (out of 20 marks)</b>
<b>Professional Staff</b>		
Un-reserved	50	10
Reserved	45	10
<b>Support Staff</b>		
Un-reserved	50	10
Reserved	45	10

- vi. Depending upon the number of vacancies available, number of candidates to be called for interview would be limited to 5 for single vacancy and thrice the number of vacancies for more than one vacancy, in order of merit for each category of posts.

  
**(Vijay Malhotra)**  
**Deputy Director (HR)**  
**Phone : 011-23473660**

No. A-12012/1/2016-HR

Date : 30<sup>th</sup> June, 2017

**Details of Vacancies, Eligibility Conditions reservations applicable etc.**

**A. POSTS IN LEVEL 13A (PRE-REVISED PAY BAND 4 WITH GRADE PAY RS.8900/-)**

S. No.	NAME OF THE POST & No. of Posts	CATEGORY	AGE LIMIT	TOTAL NUMBER OF POSTS	NUMBER OF RESERVED POSTS
1.	1.1 DIRECTOR (LAW) - 1 1.2 DIRECTOR (ECONOMICS) - 1 1.3 DIRECTOR (FINANCIAL ANALYSIS) - 1	Professional	Between 40 and 45 years	3	NIL

**ELIGIBILITY/QUALIFICATION/ EXPERIENCE FOR THE ABOVE POST:**

**1.1 DIRECTOR (LAW)**

**Essential:**

Ph.D. in Competition Law or equivalent from a recognized University and eight (8) years experience in the relevant field.

Or

Master's Degree in Law or equivalent from a recognized University and ten (10) years experience in the relevant filed.

Or

Bachelor of Law (Professional) or equivalent from a recognized University and twelve (12) years experience in the relevant field

**Desirable:**

Experience in Competition Law

**1.2 DIRECTOR (ECONOMICS)**

**Essential:**

Ph.D. in Economics in Micro Economics or Industrial Organisation Theory or Econometrics or equivalent from a recognized University and eight (8) years experience in the relevant field.

Or

Master's Degree in Economics or equivalent from a recognized University and twelve (12) years experience in the relevant filed.

**Desirable:**

Experience in Competition Law

**1.3 DIRECTOR (FINANCIAL ANALYSIS)**

**Essential:**

Ph.D. in Commerce or Finance or Accounting or equivalent from a recognized University; Chartered Accountant or Company Secretary or Cost Accountant or Financial Analyst and eight (8) years experience.

Or

Master's Degree in Commerce or Master's Degree Business Administration (Finance) or equivalent from a recognized University and twelve (12) years experience.

**Desirable:**

Experience in Competition Law

**B. POSTS IN LEVEL 13 (PRE-REVISED PAY BAND 4 WITH GRADE PAY RS.8700/-)**

S. No	NAME OF THE POST	CATEGORY	AGE LIMIT	TOTAL NUMBER OF POSTS	NUMBER OF RESERVED POSTS
2.	2.1 JOINT DIRECTOR (LAW) - 1 2.2 JOINT DIRECTOR (ECONOMICS) - 1	Professional	Between 35 and 40 years	2	OBC - 2

**ELIGIBILITY/QUALIFICATION/ EXPERIENCE FOR THE ABOVE POSTS:****2.1 JOINT DIRECTOR (LAW)****Essential:**

Ph. D in Competition Law or equivalent from a recognized University; and three (3) years experience in the relevant field.

Or

Master's Degree in Law or equivalent from a recognized University and four (4) years experience in the relevant filed.

Or

Bachelor of Law (Professional) or equivalent from a recognized University and six (6) years experience in the relevant field, including in corporate sector

**Desirable:**

Experience in Competition Law

**2.2 JOINT DIRECTOR (ECONOMICS)****Essential:**

Ph.D. Degree in Economics or Statistics or equivalent from a recognized university; and three (3) years experiences in the relevant filed.

Or

Master's Degree in Economics or Statistics or equivalent from a recognized university; and six (6) years experiences in the relevant filed, including in Corporate Sector.

**Desirable:**

Subject knowledge in Micro Economics or Industrial Organisational Theory or Econometrics or Financial Economics.

**C. POSTS IN LEVEL 12 (PRE-REVISED PAY BAND 3 WITH GRADE PAY RS.7600/-)**

S. No	NAME OF THE POST	CATEGORY	AGE LIMIT	TOTAL NUMBER OF POSTS	NUMBER OF RESERVED POSTS
3	3.1 DEPUTY DIRECTOR (LAW) - 7	Professional	33 years	7	ST - 1 OBC - 1 UR - 5
	3.2 DEPUTY DIRECTOR (ECONOMICS) - 2	Professional	33 years	2	ST - 1 UR - 1
	3.3 DEPUTY DIRECTOR (FINANCIAL ANALYSIS) - 3	Professional	33 years	3	OBC - 1 UR - 2

**ELIGIBILITY/QUALIFICATION/ EXPERIENCE FOR THE ABOVE POSTS:**

**3.1 DEPUTY DIRECTOR (LAW)**

**Essential:**

Bachelor of Law (Professional) or equivalent with three (3) years experience in the relevant field, including in corporate sector.

**3.2 DEPUTY DIRECTOR (ECONOMICS)**

**Essential:**

Master's Degree in Economics/Statistics or equivalent with three (3) years experience in the relevant field, including in corporate sector.

**3.3 DEPUTY DIRECTOR (FINANCIAL ANALYSIS)**

**Essential:**

Master's Degree in Commerce or Master's Degree in Business Administration with Accounting and Finance or equivalent

Or

Qualified Chartered Accountant/Company Secretary/ Cost and Works Accountant/ Financial Analyst or equivalent and with three (3) years experience in the relevant field including in corporate sector.

**D. POSTS IN LEVEL 10 (PRE-REVISED PAY BAND 3 WITH GRADE PAY RS.5400/-)**



S. No	NAME OF THE POST	CATEGORY	AGE LIMIT	TOTAL NUMBER OF POSTS	NUMBER OF RESERVED POSTS
4.	4.1 OFFICE MANAGER (CORPORATE SERVICE) - 13	Support Staff	28 years	14	SC - 2 OBC - 3 UR - 9
	4.2 OFFICE MANAGER (LIBRARY SERVICES) - 1				

**ELIGIBILITY/QUALIFICATION/ EXPERIENCE FOR THE ABOVE POSTS:**

**4.1 OFFICE MANAGER (CORPORATE SERVICE):**

**Essential:**

Bachelor's Degree or equivalent in any discipline from recognized university;

and

Diploma/Certificate course in Human Resource Management/ Secretarial Practices, or equivalent; and with three (3) year's experience in the relevant field.

**Desirable:**

Master's Degree or equivalent with one (1) year Diploma in Human Resource Management/Secretarial Practices or equivalent.

**4.2 OFFICE MANAGER (LIBRARY SERVICES):**

**Essential:**

Bachelor's degree in Library Science or equivalent with three (3) years post qualification experience in the field of library and information services.

**INSTRUCTIONS AND GUIDELINES TO CANDIDATES**

**1. CITIZENSHIP:** Applicant must be an Indian Citizen.

**2. AGE LIMIT:** The age limit of the posts has been given in **Annexure-I** of the "Invitation of applications" on previous pages. For certain age relaxation admissible to various categories, please go through instruction No. 5 below.

**3. MINIMUM EDUCATIONAL QUALIFICATIONS:** All applicants must fulfill the essential minimum educational qualifications required for the post and other conditions stipulated in **Annexure-I** of this Notice. They are advised to satisfy themselves before applying that they possess at least the essential qualifications and experience laid down for the posts applied for.

**Note I:** The prescribed essential qualifications are the minimum and mere possession of the same does not entitle the candidates to be called for the Written Test/Interview.

**Note II:** The candidate should mention all the qualifications and experience in the relevant field over and above the minimum qualifications and should attach self attested copies of the Certificates including mark sheets in support thereof.

**Note III:** In support of Educational Qualifications, mere submission of the mark sheets alone in lieu of Degree / Diploma / Educational Certificates will not be accepted by the Commission.

**Note IV:** The provisional claim whatsoever in regard to eligibility criteria for the post(s) will not be accepted by the Commission.

**Note V:** The date of determining the eligibility, educational qualifications, experience and age limit prescribed for the various posts mentioned above shall be the last date prescribed for submission of application i.e. August, 2017.

**Note VI:** Only post qualification (as prescribed) experience would be taken as relevant experience indicated in **Annexure-I**.

**4. APPLICATION FEE:**

(a) Candidates must pay the prescribed fee of **Rs.600 (Rupees Six Hundred Only)** through Demand Draft / Pay Order drawn on any scheduled bank in favour of **Competition Commission of India (Competition Fund) Account** Payable at **Delhi**. In case of Candidate applying **for more than one post, separate applications** shall be made along with the requisite fee.

(b) No fee is to be paid by **SC, ST and Women** candidates. No fee exemption is, however, available to OBC candidates and they are required to pay the full prescribed fee of Rs.600 (Rupees Six Hundred Only).

(c) The fee sent through Money Order, Indian Postal Orders, Crossed Cheques, currency Notes and Treasury Challans etc. will **not** be accepted by the Commission and such applications will be treated as without fee and will be summarily rejected.

(d) Application not accompanied by the full prescribed fee, wherever payable, will not be considered and summarily rejected. No representation against such rejection will be entertained

(e) In case an applicant is not short-listed, no claim for refund of cost of application or fee shall be entertained.

## 5. AGE RELAXATION:

In accordance with the extant instructions and orders issued by the Govt. of India from time to time, the upper age limit is relaxed in following cases:

- i) **5 years** for persons belonging to Scheduled Castes/ Scheduled Tribes in respect of the posts reserved for them.
- ii) **3 years** for person belonging to Other Backward Classes (OBC) in respect of the posts reserved for them.
- iii) **10 years** for Differently Abled Persons (15 years for SC/ST candidates and 13 years for OBC candidates).

## 6. HOW TO APPLY

- i) Candidates must carefully read the instruction and apply in the Application Format given in **Annexure-III**, which can be downloaded from the website of CCI at [www.cci.gov.in](http://www.cci.gov.in).
- ii) The application should be submitted strictly in accordance with the prescribed format. Any alternations/ cuttings/ over-writing shall be duly countersigned by the Candidate.
- iii) Before filling in the application form, the candidate must be sure of fulfilling the eligibility criteria with respect to age, educational qualifications and experience etc. for the post being applied for. His/ her candidature will stand cancelled in case the candidate does not fulfill the eligibility criteria and/ or has furnished incorrect/ false information/ certificate/ documents or has suppressed any material fact(s).
- iv) Written Test will be held at five centers namely, **Delhi, Mumbai, Kolkata, Chennai** and **Kochi**. The candidate should indicate his/ her choice in the Application Form. The choice of centre once exercised will be final and no request for change of centre will be entertained.
- v) Candidates who wish to apply for more than one post should submit separate applications accompanied by the prescribed fee separately for each post.
- vi) The application, complete in all aspects must reach the **DEPUTY DIRECTOR (HR), COMPETITION COMMISSION OF INDIA, 3<sup>rd</sup> FLOOR, HINDUSTANT TIMES HOUSE, 18-20, KASTURBA GANDHI MARG, NEW DELHI-110001**, on or before the prescribed closing date.

**Note I:** Candidates should clearly note that the Commission will in no case be responsible for non-receipt of their application or any delay in receipt thereof on any account whatsoever. The application received after the prescribed last date will **NOT** be entertained under any circumstances and all such applications will be summarily rejected. Candidates should, therefore, ensure that their application(s) reaches Commission's office on or before the prescribed last date.

**Note II:** Candidates can also deliver their applications personally at the Commission's office at 3<sup>rd</sup> Floor, Hindustan Times House, 18-20, Kasturba Gandhi Marg, New Delhi – 110001.

**Note III:** Applications received through couriers or courier services of any type shall be treated as having been received 'BY HAND' at the Commission's office.

viii) Candidates are requested to super scribe the words "**APPLICATION(S) FOR THE POST OF \_\_\_\_\_**" on the top of the Envelope while sending the application.

ix) Any dispute arising out of this recruitment process shall be subject to the sole jurisdiction of the Courts in Delhi.

## **7. CERTIFICATE(S) TO BE ATTACHED:**

Candidates should note that they should attach with their applications self attested copies of the following documents:

- (i) Matriculation or equivalent certificate in support of their declaration of age.
- (ii) Degree or Diploma Certificate or other certificate including mark-sheets in support of their educational qualifications;
- (iii) If the qualification possessed by the candidate is equivalent, then the authority (with number and date) under which it has been so treated must be indicated.
- (iv) Certificate(s) from the Head(s) of Organization(s)/Department(s) for the entire experience claimed, clearly mentioning the duration of employment (date, month & year) indicating the basic pay and consolidated pay. The certificate(s) should also mention the nature of duties performed/experience obtained in the post(s) with duration(s). These certificates should be issued on Letter Head and duly stamped by the Competent Authority.
- (v) A candidate belonging to Scheduled Castes or Scheduled Tribes has to submit an attested copy of a certificate in the prescribed form issued by the Competent Authority in support of his/her claim.
- (vii) A candidate who claims to belong to one of the Other Backward Classes has to submit in support of his/her claim an attested copy of a valid certificate in the prescribed form issued by the competent authority specified by the Govt. in their O.M. No. 36012/22/93-Estt. (SC) dated 22.10.93. OBC Certificate should have been issued not earlier than one year of the date of determining the eligibility. Candidate seeking reservation as OBC has to submit a declaration in the prescribed format that he/she does not belong to the creamy layer as on last date for submission of the application, in addition to the community certificate (OBC).

### **NOTE:**

- I. ORIGINAL CERTIFICATE(S) SHOULD NOT BE SENT WITH THE APPLICATION. THESE SHOULD BE PRODUCED AT THE TIME OF INTERVIEW.**
- II. Candidate should note that the date of birth only as recorded in the Matriculation, Higher Secondary Examination Certificate or an equivalent certificate will be accepted by the Commission and no subsequent request for its change will be considered or granted.

III. If copies of the above certificates are not received with the application, it will be rejected and no appeal against its rejection will be entertained.

**8. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT:**

Candidates must not furnish any particulars that are false or suppress any material information in filling up the application form. Candidates must also not furnish the certificate(s)/document(s) having any correction or alteration or any tampering in a document or its attested copy submitted by them. If there is any inconsistency between two or more documents or their attested copies, an explanation regarding such inconsistency should be submitted.

**9. OTHER INFORMATION/INSTRUCTION:**

(i) All Candidates, whether in Government service or in Government owned industrial or other similar organizations may submit their applications directly to the CCI. However, they are required to submit a declaration that they have informed, in writing, to their Head of Office/Department that they have applied for the selection. If any candidate forwards his application through his employer, he should ensure that at least an advance copy with the requisite fees reaches the Commission by the closing date; otherwise, it is likely to be rejected. The candidates in private employment may submit their applications directly to the CCI.

(ii) Candidates must present themselves at such place, as may be fixed by the Commission for a written test and for a personal interview as and when required. The Commission does not defray payment of any expenses by the candidates called for interview except AC II fare by the shortest route to the place of interview from the Railway Station nearest to the normal place of residence of the candidate or from which he/she will actually perform the journey or the amount of fare actually incurred by the candidate, whichever is less. Details of such expenses may be furnished at the time of interview for reimbursement.

(iii) Candidates must be of sound health. If selected, they have to undergo such medical examination and satisfy such medical authority as the Commission may require.

(iv) Appointment of finally selected candidates would be subject to satisfactory report about his/her character and antecedents by the District/Police authorities, verification of caste/tribe and class certificate, wherever applicable, and completion of other pre-recruitment formalities to the complete satisfaction of the CCI.

(v) The Commission will publish the results of Written Test on its web-site in due course. The Commission will, therefore, not entertain any query regarding publication of results of Written Test. Further, the Commission will not enter into any correspondence with the candidates about reasons for their non-selection.

(vi) Canvassing in any form will disqualify the candidate.

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**APPLICATION FORM**

NAME OF THE POST APPLIED FOR \_\_\_\_\_

CATEGORY:-  PROFESSIONAL  SUPPORT STAFF (Tick the Choice)

CENTRE: - DELHI  MUMBAI  KOLKATA  CHENNAI  KOCHI

**(For Office Use Only)**

Registration No.

Roll No.

The Application form should be filled in by the candidate in his/her own hand writing neatly and legibly in **BLOCK CAPITALS** only. Separate sheets may be attached wherever the space in a column is found inadequate.

Note: A. Attach Demand Draft/Pay Order (if not exempted)

B. Attach separate sheet in case of insufficient space in any column

C. Attach only copies of the qualifying degree(s)/certificates

Photograph  
of the  
candidate  
(self attested)  
3cm. × 5 cm.

1. Bank Draft/Pay Order: \_\_\_\_\_
2. Details of drawee Bank: \_\_\_\_\_
3. Candidate's Name: \_\_\_\_\_  
(In BLOCK LETTERS)
4. Father's/Husband's name \_\_\_\_\_
5. Date of Birth (DD/MM/YYYY): \_\_\_\_\_
6. Age as on.....:(Years)\_\_\_\_\_ (Months)\_\_\_\_\_ (Days)\_\_\_\_\_
7. Nationality : \_\_\_\_\_
8. (a) Category (Please Tick) : \_\_\_\_\_ UR/SC/ST/OBC  
(b) Do you wish to avail the benefit of reservation: \_\_\_\_\_ Yes/No  
(c) If yes, please enclose attested copy of a certificate  
in support thereof.
9. Marital Status: \_\_\_\_\_
10. Sex (Male/Female) : \_\_\_\_\_

11. Permanent residential: \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 District \_\_\_\_\_ State \_\_\_\_\_  
 PIN \_\_\_\_\_

12. Address for correspondence: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 District \_\_\_\_\_ State \_\_\_\_\_  
 PIN \_\_\_\_\_

13. (a) Telephone No. (With STD Code): \_\_\_\_\_  
 (b) Mobile No.: \_\_\_\_\_  
 (c) Fax No. (With STD Code) : \_\_\_\_\_  
 (If any)

14. E-Mail address: \_\_\_\_\_

15. (a) Present Employer : \_\_\_\_\_

(b) Status of Present employer:

- (i) Central Government
- (ii) State Government
- (iii) Autonomous Organization
- (iv) Public Sector Undertaking
- (v) Others

(c) Present post held \_\_\_\_\_

(d) Complete postal address of employer \_\_\_\_\_  
 \_\_\_\_\_

16. Educational Qualifications:

Sl. No.	Examination	University/ Board	Year of Passing	Division / Grade	Percentage of marks	Subject (s)

(Attach a separate sheet if required)

17. Experience (In chronological order)

Sl. No	Name of the Institutions/ Organization	Post held	Pay Scale	Nature of appointment (permanent/ adhoc/ temporary)	Period		Nature of work	Last Basic Pay (in Rs.)	Reason (s) for leaving
					Form	To			

(Attach a separate sheet if required).

18. Details of Seminar/Workshop attended by the candidate.

Sl. No.	Details of Seminar/ workshop	Duration		Organized by	Candidate's contribution
		From	To		

19. Details of publications of the candidate

Sl. No.	Title of the paper/ book	Year of publication	Details of Publication	Details of co-author/s, if any	Subjects

20. (a) Language(s) known : (i)\_\_\_\_\_ (ii)\_\_\_\_\_ (iii)\_\_\_\_\_

(b) Proficiency : (i) Read/Write/Speak (ii) Read/Write/Speak (iii) Read/ Write/ Speak

21. Achievement (s)/Award(s):\_\_\_\_\_

22. Membership in Professional body:\_\_\_\_\_

23. Extra-curricular activities: \_\_\_\_\_

24. Hobbies: \_\_\_\_\_

25. Any other information: \_\_\_\_\_



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26. Name and address with telephone numbers of two references (other than relatives).

1.

2.

27. Please enclose a write-up justifying your suitability for this post (in not more than 200 words, preferably in bullets).

28. I, do hereby declare that-

- i. In view of the information submitted above, I am eligible for the post applied for.
- ii. I have never been punished or been convicted by a Court of Law for any offence.
- iii. There are no criminal proceedings contemplated/ pending against me.
- iv. I have never been punished/debarred by any Central/State Government, Statutory/Autonomous Body and the Competition Commission of India for appearing in any examination.
- v. All statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after selection, my candidature will stand cancelled and all my claims for the recruitment forfeited. I have carefully read the instructions and guidelines issued for the candidates.

Date:

Place:

Signature of the candidate

**Note: Candidates already employed must submitted their applications through proper channel with the following certificates duly signed by their employer agreeing to release them, in case finally selected in the Competition Commission of India.**

**CERTIFICATE FORM EMPLOYER**

- i) Certified that Shri/Ms. \_\_\_\_\_ holds a permanent/temporary post of \_\_\_\_\_ under the Government/Organization since\_\_\_\_\_.
- ii) Certified also that he/she has submitted his/her application to this department/ office on \_\_\_\_\_ and his/her pay is \_\_\_\_\_.
- iii) certified also that Shri/Ms. \_\_\_\_\_ will be released immediately in case of his/her selection in the CCI.
- iv) The information given by Shri/Ms. \_\_\_\_\_ in the application form has been verified with reference to his/her service record and is found correct.
- v) No disciplinary case is pending or contemplated against Shri/Ms\_\_\_\_\_.

Date:

Signature of the Head of the  
Office/ Head of Department with  
official Seal

Place:

**Syllabus for Professional Subject – Law**

**1. Constitutional Law**

- 1.1 Features of the Constitution of India
- 1.2 Part III of the constitution: Art.12, Art.14, Art.19 (1) (g), Art.19 (6), Art.21, Art.31C, Art.32.
- 1.3 Part IV of the Constitution with specific reference to anti-monopoly and competition oriented laws
- 1.4 Part IV A of the Constitution
- 1.5 Jurisdiction of Supreme Court, High Court and Judicial Review
- 1.6 Conduct of Government Business (Art.77 & 78, 166 & 167)
- 1.7 Art.298 - 300 dealing with the executive power of the Union and the States for carrying on of any trade or business, Part XIII dealing with trade, commerce and intercourse within the territory of India
- 1.8 Sovereign function of the State.

**2. Administrative Law**

- 2.1 Principles of Natural Justice
- 2.2 Rule of Law
- 2.3 Quasi Judicial, quasi – administrative and administrative bodies: powers, functions and discretions
- 2.4 Delegated Legislation / agency and autonomous functions
- 2.5 Executive control and supervision of autonomous bodies
- 2.6 Difference between Inquisitorial and Adversarial system.

**3. Law of Contract**

- 3.1 Contact and Competition interface: effect of individual obligation on Competition
- 3.2 Breach of contract & remedies
- 3.3 Agreements in restraint of trade
- 3.4 Common terms in the Indian Contract Act, 1871 and the Competition Act, 2002: application and implications
- 3.5 Interpretation of contract

**4. Law of Partnership**

- 4.1 Features of the Partnership Act, 1932
- 4.2 Partnership and Trade Associations
- 4.3 Partnership, Cartels and Abuse of Dominance
- 4.4 Concepts of Limited Liability Partnership
- 4.5 Joint Ventures

**5. Corporate Law**

- 5.1 Concept and legal regime of Public, Private, Government Companies and PSUs
- 5.2 Regulatory regime – issue of securities
- 5.3 Mergers, Demerges and Acquisitions
- 5.4 Competition Audit of Companies
- 5.5 Regulatory domain of SEBI and Registrar of companies

## **6. Competition Law**

- 6.1 Competition Law: basic economics and legal principles and understanding of definitions such as Enterprises, Person, Trade, Service, Cartels and AAEC etc., difference between definitions of Consumer, Service under Competition Act, MRTP Act and Consumer Protection Act
- 6.2 International experience: Competition Law in select jurisdiction; US/EU/Brazil
- 6.3 Competition jurisprudence: competitor – competition emphasis of law
- 6.4 March of Law: From MRTPA to Competition Act, 2002
- 6.5 Background of Competition Act, 2002
- 6.6 Competition Act, 2002: Structure and functioning of the Competition Commission of India and the Competition Appellate Tribunal
- 6.7 Remedied under the Competition Act, 2002
- 6.8 Jurisdictional overlap with sectoral regulators
- 6.9 Powers of CCI & DG in conducting inquiry and investigation
- 6.10 Competition law vis-à-vis Intellectual Property Rights
- 6.11 Leniency Programme

## **7. Procedural Law**

- 7.1 Procedure relating to summoning, examination etc. of witnesses and others under the Code of Civil Procedure, 1908
- 7.2 Temporary Injunction and interim relief
- 7.3 Presumption and conclusive proof

## **8. Multidisciplinary and Contemporary Legal Issues**

- 8.1 Intellectual Property regime
  - 8.2 Valuation issues in intellectual properties
  - 8.3 Law and Economics – use and knowledge of basic economic principles in appreciation competition law
  - 8.4 Cooperatives and Competition
  - 8.5 Competition law and common man
  - 8.6 Consumer Protection and the Competition Act, 2002
  - 8.7 International Competition Law framework: OECD, ICN, WTO, UN
  - 8.8 Basic principles of statutory interpretation
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**Syllabus for Professional Subject – Economics**

**1. Background**

Central problems of an economy: what, how and for whom to produce; concepts of production possibility frontier and opportunity cost.

Distinctions between **(a)** planned and market economies, **(b)** positive and normative perspectives in economics, and **(c)** microeconomics and macroeconomics.

**2. Consumer Equilibrium and Demand**

Consumer's equilibrium – meaning of utility, marginal utility, law of diminishing marginal utility, conditions of consumer's equilibrium using marginal utility analysis.

Indifference curve analysis of consumer's equilibrium - the consumer's budget (budget set and budget line), preferences of the consumer (indifference curve, indifference map) and conditions of consumer's equilibrium – consumer surplus.

Demand, market demand, determinants of demand, demand schedule, demand curve, movement along and shifts in the demand curve; price elasticity of demand-factors affecting price elasticity of demand; measurement of price elasticity of demand - **(a)** percentage – change method and **(b)** geometric method (linear demand curve); relationship between price elasticity of demand and total expenditure; cross price elasticity of demand, Income elasticity of demand.

**3. Producer Behavior and Supply**

Theory of Production – Factors of Production – Production Functions – Laws of returns. Returns to Factor and Returns to Scale, economies of scale.

Cost and Revenue: Short run costs – total cost, total fixed cost, total variable cost; Average fixed cost, average variable cost and marginal cost-meaning and their relationship. Revenue – total average and marginal revenue. Producer's equilibrium-meaning and its conditions-under **(a)** total revenue-total cost approach and **(b)** marginal revenue – marginal cost approach.

Supply, market supply, determinants of supply, supply schedule, supply curve, movements along and shifts in supply curve, price elasticity of supply; measurement of price elasticity of supply – **(a)** percentage change method and **(b)** geometric methods.

Equilibrium of the firm and the Industry. Concepts of economic efficiency – allocative, productive and dynamic efficiencies, producer surplus, deadweight loss.

#### **4. Forms of Market and Price Determination**

Firm Behavior and the Organization of Industry, Costs of production, economic vs. accounting profit, the production function, total cost, fixed cost, variable cost, average cost, marginal cost, short run and long run costs.

**Perfect competition** - meaning and features, Perfect competition, profit maximization and the competitive firm's supply curve, the short run shut down decision, entry and exit in the long run, short run and long run market supply curves.

Market Equilibrium under perfect competition - Determination of equilibrium price, Effects of shifts in demand and supply.

**Non - Competitive Markets** – monopoly, monopolistic competition, oligopoly – their meaning and features.

Pricing under various forms of market organization like perfect competition monopoly, monopolistic competition, oligopoly – Bertrand and Cournot Models of oligopoly, Public Utility Pricing, Marginal Cost Pricing, Peak load pricing, Predatory pricing, excessive pricing, Imperfect competition and price discrimination.

Welfare cost of monopoly, anti-trust laws and regulation, price discrimination.

#### **5. Concepts of Competition, Benefits of Competitive markets**

Market power, Market concentration – indices for measuring concentration Cartels, harms caused by cartels, factors facilitating cartels, instability of cartels, Game theory – prisoner's dilemma and Nash equilibrium

Concepts of relevant markets – relevant product and geographic markets – demand and supply substitutability

**6. Market Failure, Efficiency and Economic Regulation:** Market structure and efficiency, Public goods, externalities, information asymmetry, imperfect competition, Role of Government, Goals of regulation, Instruments of regulation, Regulation of Natural Monopoly, Regulation of intellectual property, Regulation of the internet, public utilities, market signaling, problem of moral hazard, principal-agent problems.

**7. Competition law and economics** – Need for competition law, Goals of competition law, global scenario, Competition Act 2002.

**8. Statistical and Econometric methods:** averages, dispersions, correlation and regression, time series, index numbers, sampling and survey methods, testing of hypotheses, simple non-parametric tests, least

square methods, Multi-collinearity, Auto-correlation and heteroscedasticity - causes, detection, consequences and remedy. Dummy variables, ARMA, ARIMA (only concepts and interpretation of results).

**9. Indian economy:** Relevance of planning for economic development: Changing contours of state & market in India, Evolution of economic reforms, Regulatory landscape: sector regulation and competition regulation, Industrial policy, competition policy and economic performance.

**10. General equilibrium, Efficiency and welfare economics:** Partial v/s general equilibrium, Pareto Optimality and efficiency.

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**Syllabus for Professional Subject – Financial Analysis**

- a. Business Laws in India
  - (i) The Competition Act, 2002
  - (ii) Companies Act, 2013 (Chapter I to IV, VII to X, XIV, XV, XXII to XXIV & XXIX and relevant Rules.)
- b. Accountancy
  - (i) Principles of Book Keeping & Financial Accounting
  - (ii) Preparation, Interpretation and Analysis of Financial Statements
  - (iii) Accounting Standards
  - (iv) International Financial Reporting Standards (IFRS)
- c. Financial Management
  - (i) Scope of Financial Management – Risk & Return relationship
  - (ii) Risk & Uncertainty Analysis of non financial aspects
  - (iii) Discounted Cash Flow
  - (iv) Securities and Valuation
  - (v) Project Planning & Management
  - (vi) Capital Structure Decision, Leverage & Cost of Capital
  - (vii) Strategic Financial Decisions
  - (ix) Merger, Divestitures and Holding Companies
  - (x) Derivatives and Risk Management
  - (xi) Capital Markets and their Operations
  - (xii) Financial Distress – Concept of sickness
- d. Cost Accounting
  - (i) Cost Concepts
  - (i) Product Costing
  - (ii) Costing Methods
  - (iii) Marginal Costing
  - (iv) Standard Costing
  - (v) Inter – firm Comparison
  - (vi) Responsibility Accounting – Cost & Profit Centres
  - (vii) Short Run and Long Run Decision Analysis
  - (viii) Cost Audit
  - (ix) Cost Accounting Standards
- e. Quantitative Methods – Correlation and Regression



**Syllabus for Office Manager (Corporate Service)**

- a. Human resource development
- b. Human resource planning
- c. Employment relations
- d. Managing change in organization
- e. Business communication
- f. Word processing, computer application

**Syllabus for Office Manager (Library Services)**

- a. Library classification
  - b. Information sources, services and users
  - c. Information and communication technology
  - d. Library automation and networking
  - e. Library management
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