GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI SERVICES DEPARTMENT (VACANCY CELL) LEVEL-5, B-WING, DELHI SECRETARIAT, I.P. ESTATE, NEW DELHI-110002

No. F 16(496)/Co-ord/CS/2022/081695832/1037-1042

Dated 01.07.2023

To,

The All Heads of the Department, Govt. of NCT of Delhi/Autonomous Bodies/ Local Bodies/Boards/PSU etc. Govt. Of National Capital Territory of Delhi

Sub:- Regarding furnishing of information in respect of filling of vacancies/vacant posts (both Direct Recruitment & Promotion) in department of GNCTD, Autonomous bodies/Boards/Local Bodies/PSU etc.

Madam/Sir,

I am directed to request you to provide category wise information in respect of recruitment for various posts (both Direct Recruitment & Promotion) updated upto 01.07.2023 exact and complete, duly authenticated, strictly as per the prescribed proforma (enclosed as Annexure-I, II & III) <u>latest by 04.07.2023 positively through email on monitoringcellservices@gmail.com as well as through SPECIAL MESSENGER, for submission to the Competent Authority.</u>

Further, it is made clear to all the Departments, GNCTD/ Autonomous Bodies/Local Bodies/Boards/PSU etc. that information in respect of ex-cadre posts may only be furnished which are under their Administrative control. However, duly consolidated and compiled information in respect of Planning Cadre, IT-Cadre, Teaching Cadre, Accounts Cadre, DSS/Steno cadre and Health Cadre (i.e. Medical, Para Medical & Nursing) shall be provided by their concerned cadre controlling authorities.

It is also requested that the aforesaid requisite information/data may also be furnished to this Department on excel sheet (soft copy) and be forwarded through email monitoringcellservices@gmail.com within the stipulated time.

This may please be accorded **TOP PRIORITY**.

Yours faithfully,

Encl:As above

(AMITABH JOSHI)
DEPUTY SECRETARY (SERVICES)
Dated 01.07.2023

No. F 16(496)/Co-ord/CS/2022/081695832/1037-1042

Copy forwarded to:

The Staff Officer to the Chief Secretary, Delhi.

2. PS to the Pr. Secretary (Services), Services Department, Govt. Of NCT of Delhi.

3. PA to the Special Secretary (Services)

4. The Section Officer (Monitoring Cell), Services Department with the directions to compile the data on day to day basis and ensure that the requisite information received within stipulated time.

5. The SO (Co-Ordination), Co-ordination Branch, Services Department with the request to upload the latter on the website of the Department.

(AMITABH JOSHI)
DEPUTY SECRETARY (SERVICES)

Annexure -I (Group "A")

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Signature of Head of the Department

Total

^{*} DR - Direct Recruitment

^{*}DP - Departmental Promotion Note 1.The information may be furnihsed strictly as per prescribed proforma under the attestation of concerned Head of the Department 2. The information may also be furnished on excel sheet(soft copy) that may be sent through email on monitoringcellservices@gmail.com

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Signature of Head of the Department

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^{*} DR - Direct Recruitment

^{*}DP - Departmental Promotion

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