

7/11/C

From

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The Chief Secretary
Secretariat, IP Estate, New Delhi - 110002The Director Social Welfare,
Women & Child Development,
Chandigarh AdministrationThe Chief Secretaries of all the State Governments/UTs
(As per the list enclosed)All Head of Departments,
Chandigarh Administration.Memo No.SWD/Estt/2023/6247-48
Chandigarh Administration 7/08/23

Subject:- Filling up of FOUR POSTS of SENIOR ASSISTANTS Group-B in the pay scale of Rs.9300-34800+4200 GP (now revised as 7CPC-Level-6) on deputation basis.

Please refer on the subject cited above.

It is intimated that this department decided to fill up **Four posts of Senior Assistant Group-'B' on deputation basis** in the pay scale of **Rs.9300-34800+4200 GP (now revised as 7CPC-Level-6)** from the eligible officials in any department under your control, for a period of one year or till joining or regular incumbent (extendable on yearly basis) as per detail given below:-

Designation & Pay Scale of the post	No. of Posts	Qualification & Experience
		By Deputation:
Senior Assistant (Group B) Rs.9300-34800+4200 GP (now revised as 7CPC- Level-6)	04 (Four) posts	Officials of the Central Government/State Governments/Union Territory Administrations. (A) (i) Holding analogous posts on regular basis in the parent cadre/department; or (ii) With Six years service in the grade rendered after appointment thereto on a regular basis in posts in Pay Band-1 Rs.5200-20200 plus Grade Pay of Rs.2800 or equivalent in the parent cadre or department; and (B) Possessing the following educational qualifications and experience: (i) Bachelor's Degree from a recognized University/Institute: (ii) 2 years' experience in administration or establishment or accounts in a Govt. Office.

It is, therefore, requested to send the applications of the eligible officials who fulfils the above mentioned eligibility criteria alongwith his/her ACRs dossier of last five years, Integrity Certificate and No Vigilance Inquiry Certificate, through proper channel to the Director Social Welfare, Women & Child Development, Chandigarh Administration, 3rd Floor, Town Hall Extension Building, Sector 17-C, Chandigarh 160017 **within a period of 02 months from the date of issue of this letter.** It may also be clarified that no departmental/criminal proceedings are contemplated or pending against the official(s) whose name is to be recommended.

[Signature]
Superintendent,
for Secretary Social Welfare,
Women & Child Development,
Chandigarh Administration

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