

Govt. of India
Central Hindi Directorate
Ministry of Education
Department of Higher Education

West Block VII, R.K.Puram,
New Delhi – 110066
Dated : 15/12/2023

VACANCY CIRCULAR

Applications in the prescribed proforma (as per annexure I & II) are invited from eligible staffs for filling up of the post of StoreKeeper on deputation for a period of three year in Commission for Scientific & Technical Terminology, Department of Higher Education, M/o Education as per the details given below :-

1.	Name of the post & Pay Level	Storekeeper Level 5 of the Pay matrix
2.	Period of Deputation	Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Govt. shall ordinarily not exceed three years.
3.	Age Limit	The maximum age limit for appointment by transfer on deputation (including short-term contract) shall be not exceeding 56 years as on the closing date of receipt of applications.
4.	Eligibility Criteria	Officials of Central Government holding the post of Upper Division Clerk with 5 years' service on regular basis in the parent cadre or Department.
5.	Experience	Three years experience of handling of stores and accounts work.
6.	How to apply	The complete application of the willing and eligible officials, who may be relieved immediately after selection, may be sent through proper channel to the Director, Central Hindi Directorate, West Block- VII, R.K.Puram, New Delhi-110066 within 60 days from publication of notice in Employment news paper along-with : a) Up-to-date copies of APARs for the last five years duly attested on each page by a Group A Officer. b) Cadre clearance c) Vigilance Clearance d) Details of minor/major penalty imposed on the officer by the Competent Authority, if any.
7.	Pay & Allowance	Pay of the selected officials will be fixed in accordance with Govt. of India instructions issued by DOPT from time to time.

Applications of willing and eligible officials may be forwarded to the **Director, Central Hindi Directorate, West Block- VII, R.K.Puram, New Delhi-110066** within 60 days from the date of publication of notice in Employment News Paper.

Sangita James
Sangita James
Administrative Officer
प्रशासनिक अधिकारी / Administrative Officer
केन्द्रीय हिंदी निदेशालय / Central Hindi Directorate
पश्चिमी खण्ड-7, रामा कृष्णा पुरम, नई दिल्ली-88
West Block No-7, R.K. Puram, New Delhi-88

To ;

1. All Ministries/Departments of Central Government – with a request to circulate the vacancy to their entire field sources including attached/subordinate offices.
2. E-Governance Unit (for uploading the circular on Directorate's website).