

F. No. HR-12017-/3/2022-HR-FSSAI

**Food Safety and Standards Authority of India**

A Statutory Authority under Ministry of Health & Family Welfare, Govt. of India

(HR Division/Recruitment Cell)

**FDA Bhavan, Kotla Road, New Delhi-110 002**

Dated: 6<sup>th</sup> October, 2022

**CIRCULAR – DEP-02/2022**

**Filling up of various posts in the Food Safety and Standard Authority of India (FSSAI) through transfer on deputation (including short term contract) on Foreign Service terms-reg.**

Food Safety and Standards Authority of India (FSSAI) is an autonomous statutory Authority set up under the Food Safety and Standards Act, 2006 for laying down science based standards for articles of food and to regulate their manufacture, storage, distribution, sale and import, to ensure availability of safe and wholesome food for human consumption.

2. FSSAI proposes to fill-up various positions from officers holding regular position in the Central Government or State Governments or Union Territories or Govt. Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government, Statutory or Autonomous Organizations on transfer on deputation (including short-term contract) on foreign service terms basis as per the details contained in Annexure-I. Applicants fulfilling the eligibility criteria & having relevant experience, etc., may apply online on the link available on the FSSAI website i.e. [www.fssai.gov.in](http://www.fssai.gov.in) commencing from **10<sup>th</sup> October, 2022 to 05<sup>th</sup> November, 2022.**

3. The hard copy of online application form duly certified by the employer along with '***Certificate by employer/Cadre Controlling Authority***' in the prescribed format and other supporting certificates/documents (Integrity certificate, vigilance clearance, Major/Minor penalty imposed during the last ten years and up to-date duly certified photocopies of APARs for the last 5 years) **must reach through proper channel to Assistant Director (Recruitment), FSSAI Headquarters, 3<sup>rd</sup> Floor, FDA Bhawan, Kotla Road New Delhi by 20<sup>th</sup> November 2022 failing which the online application will not be considered.**

4. The period of deputation would be initially for two or three years depending upon the post(s). Further extension beyond the stipulated terms would be subject to performance evaluation in the organization. The terms of deputation including pay of the officials selected on deputation will be governed by provisions laid down in the Department of Personnel and Training's Office Memorandum No.6/8/2009-Estt. (Pay II) dated 17<sup>th</sup> June, 2010 and other orders/guidelines issued in this regard from time to time. The period of deputation, in case of employees already on deputation in another ex-cadre post including the period of deputation held immediately preceding this appointment in the same or some other organization/Department shall not exceed five years. The maximum age limit for appointment on deputation for the post of Advisor (Pay Level-14) shall be **58 years** and for other posts (below Pay Level-14) shall be **56 years** on the last day of receiving of the applications.

Continued...2/-

-2-

5. The vacancies shown in the advertisement are indicative which may increase or decrease. The Food Authority reserves the right not to fill up all or any of the vacancies or to cancel the advertisement at any stage.

Digitally Signed by Pradeep  
Kumar Jain  
Date: 06-10-2022 10:21:26  
Reason: Approved  
(Pradeep Kumar Jain)  
Assistant Director (HR)  
Tele: 011-23667349

To,

1. All Ministries/Departments/Organizations of Govt. of India/State Govt./UTs/ Autonomous Bodies as per Standard list.
2. The Under Secretary (Food), Department of Health and Family Welfare, Ministry of Health and Family Welfare, Nirman Bhawan, New Delhi - with a request to kindly send the advertisement to Department of Personnel and Training for uploading the advertisement on DOP&T website for wide circulation.
3. IT Division- for uploading on official website ([www.fssai.gov.in](http://www.fssai.gov.in)).

**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 Smt./Shri  
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- ii) His/ Her integrity is certified.
- i) His/ Her CR Dossier in original are enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- ii) 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)**

**Posts proposed to be filled up in FSSAI on transfer on Deputation on Foreign Service Terms Basis**

Post Code	Post/ Pay Level	No of Posts	Eligibility/experience
01	Advisor (Pay Level-14) (Rs.1,44,200- 2,18,200)	01 (New Delhi)	<p>Officers of the Central Government or State Governments or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government, Statutory or Autonomous Organizations:</p> <p>(i) Holding analogous post on regular basis in the parent cadre or departments; or</p> <p>(ii) With five years' regular service in the grade rendered after appointment thereto on a regular basis in Pay level 13 or equivalent in the parent cadre or department; and</p> <p>(iii) Possessing "Master Degree from a recognized University or Institution in Chemistry or Biochemistry or Food Technology or Food Science &amp; Technology or Food &amp; Nutrition or Edible Oil Technology or Microbiology or Dairy Technology or Agricultural or horticultural Sciences or Industrial Microbiology or Toxicology or Public Health or Life Science or Biotechnology or Fruit &amp; Vegetable Technology or Food Safety &amp; Quality Assurance or any other subject as approved by Food Authority from time to time.</p> <p style="text-align: center;">OR</p> <p>PG Diploma of at least one year duration in Food Safety or Food Science or Food Processing or Quality Assurance in Food sector or Dietetic and Public Health or Nutrition or Dairy Science or Bakery Science or Post Harvest Technology from a Govt. recognized University/ Institute with a condition that candidates who have completed these PG Diploma courses, must have studied anyone of following subjects at their Bachelor's degree level i.e. Chemistry or Biochemistry or Food Technology or Food Science &amp; Technology or Food &amp; Nutrition or Edible Oil Technology or Microbiology or Dairy Technology or Agricultural or horticultural Sciences or Industrial Microbiology or Toxicology or Public Health or Life Science or Biotechnology or Fruit &amp; Vegetable Technology or Food Safety &amp; Quality Assurance or Food Processing Technology or Fruit &amp; Vegetable or Medicine or Veterinary sciences or Fisheries or Animal Sciences"</p> <p style="text-align: center;">OR</p> <p>BE or B. Tech in Food Technology or Dairy Technology or Biotechnology or Oil Technology or Food Process Engineering or Food Processing Technology or Fruit &amp; Vegetable Technology or Food Safety &amp; Quality Assurance or Bachelor's degree (not less than four years' duration) in Medicine or</p>

			<p>Veterinary sciences or Fisheries or Animal Sciences or any other subject as approved by Food Authority from time to time; and</p> <p>(iv) with eighteen years' experience of working in research and development in Laboratories or Research Institutions or Scientific Organizations in the field of food science or standards or safety and out of the aforesaid eighteen years at least nine years should be in a supervisory capacity; or Doctorate Degree in any of the aforesaid subjects with fifteen years working experience in the Laboratories or research institutions or scientific organizations in the fields mentioned above in this para and out of fifteen years at least eight years should be in a supervisory capacity; and</p> <p>(v) Published research work of high standards in related field.</p>
02	<p>Joint Director, (Pay Level -12) (Rs. 78,800- 2,09,200)</p>	<p>06 (01- Legal, 05-Tech/Adm. &amp; Finance)</p>	<p>Officers of the Central Government or State Governments or Union Territories or Government Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government, Statutory or Autonomous Organizations:</p> <p>(a)(i) Holding analogous post on regular basis in the parent cadre or department; or</p> <p>(ii) With five years' regular service in the grade rendered after appointment thereto on a regular basis in Pay Level 11 or equivalent in the parent cadre or department; and</p> <p>with relevant experience and possessing</p> <p>(a) Bachelor's Degree from a recognized University or Institution; and</p> <p style="text-align: center;">OR</p> <p>(b) Full time Degree of Law from a recognized University or institution with twelve years' experience of handling legal matters or working experience as Law Officer in a reputed Government or Autonomous body or Research Institutions or Universities or Public Sector Undertakings or Law firms</p> <p style="text-align: center;">OR</p> <p>(c) "Master Degree from a recognized University or Institution in Chemistry or Biochemistry or Food Technology or Food Science &amp; Technology or Food &amp; Nutrition or Edible Oil Technology or Microbiology or Dairy Technology or Agricultural or horticultural Sciences or Industrial Microbiology or Toxicology or Public Health or Life Science or Biotechnology or Fruit &amp; Vegetable Technology or Food Safety &amp; Quality Assurance,</p> <p style="text-align: center;"><b>OR</b></p>

Post Code	Post/ Pay Level	No of Posts	Eligibility/experience
			<p>PG Diploma of at least one year duration in Food Safety or Food Science or Food Processing or Quality Assurance in Food sector or Dietetic and Public Health or Nutrition or Dairy Science or Bakery Science or Post Harvest Technology from a Govt. recognized University/ Institute with a condition that candidates who have completed these PG Diploma courses, must have studied anyone of following subjects at their Bachelor's degree level i.e. Chemistry or Biochemistry or Food Technology or Food Science &amp; Technology or Food &amp; Nutrition or Edible Oil Technology or Microbiology or Dairy Technology or Agricultural or horticultural Sciences or Industrial Microbiology or Toxicology or Public Health or Life Science or Biotechnology or Fruit &amp; Vegetable Technology or Food Safety &amp; Quality Assurance or Food Processing Technology or Fruit &amp; Vegetable or Medicine or Veterinary sciences or Fisheries or Animal Sciences”</p> <p style="text-align: center;">OR</p> <p>BE or B. Tech in Food Technology or Dairy Technology or Biotechnology or Oil Technology or Food Process Engineering or Food Processing Technology or Fruit &amp; Vegetable Technology or Food Safety &amp; Quality Assurance or Bachelor's degree (not less than four years' duration) in Medicine or Veterinary sciences or Fisheries or Animal Sciences</p>
03	Sr. Manager (Pay Level-12) (Rs.78,800-2,09,200)	01	<p>Officers of the Central Government or State Governments or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government, Statutory or Autonomous Organizations: -</p> <p>(a)(i) Holding analogous post on regular basis in the parent cadre or department; or</p> <p>(ii) With five years' regular service in the grade rendered after appointment thereto on a regular basis in the pay level 11 or equivalent in the parent cadre or department;</p> <p>and with relevant experience and possessing</p> <p>Post Graduate Degree or Diploma (Full Time courses) in journalism or Mass communication or Public Relation or MBA with specialization in Marketing from a recognized university or Institute OR Post Graduate Degree or Diploma in Social Work or psychology or Labour and Social Welfare from a recognized university or Institute.</p>

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04	Sr. Manager (IT), (Pay Level –12) (Rs. 78,800- 2,09,200)	01	<p>Officers of the Central Government or State Governments or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi–Government, Statutory or Autonomous Organizations: -</p> <p>(a)(i) Holding analogous post on regular basis in the parent cadre or department; or (ii) With five years’ regular service in the grade rendered after appointment thereto on a regular basis in the Pay Level 11 or equivalent;</p> <p>and with relevant experience and possessing</p> <p>B. Tech or M. Tech in Computer Science or anyother relevant Engineering Discipline or MCA or Bachelor’s Degree in Relevant field.</p>
05	Deputy Director (Pay Level –11) (Rs. 67,700- 2,08,700)	07	<p>Officers of the Central Government or State Governments or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi–Government, Statutory or Autonomous Organizations: -</p> <p>(a)(i) Holding analogous post on regular basis in the parent cadre departments; or (ii) With five years’ regular service in the grade rendered after appointment thereto on a regular basis in Pay Level 10 or equivalent in the parent cadre or department; or (iii) With six years’ regular service in the grade rendered after appointment thereto on a regular basis in Pay Level 8 or equivalent in the parent cadre or department; and</p> <p>with relevant experience and possessing</p> <p>(b) Bachelor’s Degree from a recognized University or Institution;</p> <p style="text-align: center;"><b>OR</b></p> <p>“Master Degree from a recognized University or Institution in Chemistry or Biochemistry or Food Technology or Food Science &amp; Technology or Food &amp; Nutrition or Edible Oil Technology or Microbiology or Dairy Technology or Agricultural or horticultural Sciences or Industrial Microbiology or Toxicology or Public Health or Life Science or Biotechnology or Fruit &amp; Vegetable Technology or Food Safety &amp; Quality Assurance</p> <p style="text-align: center;"><b>OR</b></p> <p>PG Diploma of at least one year duration in Food Safety or Food Science or Food Processing or Quality Assurance in Food sector or Dietetic and Public Health</p>

			<p>or Nutrition or Dairy Science or Bakery Science or Post Harvest Technology from a Govt. recognized University/ Institute with a condition that candidates who have completed these PG Diploma courses, must have studied anyone of following subjects at their Bachelor's degreelevel i.e. Chemistry or Biochemistry or Food Technology or Food Science &amp; Technology or Food &amp; Nutrition or Edible Oil Technology or Microbiology or Dairy Technology or Agricultural or horticultural Sciences or Industrial Microbiology or Toxicology or Public Health or Life Science or Biotechnology or Fruit &amp; Vegetable Technology or Food Safety &amp; Quality Assurance or Food Processing Technology or Fruit &amp; Vegetable or Medicine or Veterinary sciences or Fisheries or Animal Sciences”</p> <p style="text-align: center;"><b>OR</b></p> <p>BE or B. Tech in Food Technology or Dairy Technology or Biotechnology or Oil Technology or Food Process Engineering or Food Processing Technology or Fruit &amp; Vegetable Technology or Food Safety &amp; Quality Assurance or Bachelor's degree (not less than four years' duration) in Medicine or Veterinary sciences or Fisheries or Animal Sciences</p>
06	<p>Manager (Pay Level -11) (Rs.67,700- 2,08,700)</p>	02	<p>Officers of the Central Government or State Governments or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government, Statutory or Autonomous Organizations:-</p> <p>(a)(i) Holding analogous post on regular basis in the parent cadre or department; or (ii) With five years regular service in the grade rendered after appointment thereto on a regular basis in the Pay Level 10 or equivalent in the parent cadre or department; and with relevant experience and possessing</p> <p>Post Graduate Degree or Diploma (Full Time courses) in journalism or Mass communication or Public Relation or MBA with specialization in Marketing from a recognized university or Institute OR Post Graduate Degree or Diploma in Social Work or psychology or Labour and Social Welfare from a recognized university or Institute OR Master's degree in Library Sciences or Library and Information Science from a recognized University or Institute</p>



Post Code	Post/ Pay Level	No of Posts	Eligibility/experience
07	Assistant Director (Pay Level 10) (Rs.56,100- 1,77,500)	02	Officers of the Central Government or State Governments or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government, Statutory or Autonomous Organizations: - (a)(i) Holding analogous post on regular basis in the parent cadre or department; or (ii) With two years' regular service in the grade rendered after appointment thereto on a regular basis in Pay Level 8 or equivalent in the parent cadre or department; or (iii) With three years' regular service in the grade rendered after appointment thereto on a regular basis in Pay Level 7 or equivalent in the parent cadre or department; or (iv) With eight years' regular service in the grade rendered after appointment thereto on a regular basis in Pay Level 6 or equivalent in the parent cadre or department; and with relevant experience and possessing Bachelor's Degree from a recognized University or Institution; and three years' experience in handling administration, finance, human resource development or/ and vigilance and accounts matters depending on the post requirement.
08	Assistant Director (Technical) (Pay Level-10) (Rs. 56,100- 1,77,500)	06	Officers of the Central Government or State Governments or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government, Statutory or Autonomous Organizations: (a)(i) Holding analogous post on regular basis in the parent cadre or department;  OR (ii) With two years' regular service in the grade rendered after appointment thereto on a regular basis in the Pay Level 8 or equivalent in the parent cadre or department;  OR (iii) With three years' regular service in the grade rendered after appointment thereto on a regular basis in the Pay Level 7 or equivalent in the parent cadre or department;  OR (iv) With eight years' regular service in the grade rendered after appointment thereto on a regular basis in the Pay Level 6 or equivalent in the parent cadre or department and with relevant experience and possessing

		<p>(b) “Master Degree from a recognized University or Institution in Chemistry or Biochemistry or Food Technology or Food Science &amp; Technology or Food &amp; Nutrition or Edible Oil Technology or Microbiology or Dairy Technology or Agricultural or horticultural Sciences or Industrial Microbiology or Toxicology or Public Health or Life Science or Biotechnology or Fruit &amp; Vegetable Technology or Food Safety &amp; Quality Assurance</p> <p style="text-align: center;">OR</p> <p>PG Diploma of at least one year duration in Food Safety or Food Science or Food Processing or Quality Assurance in Food sector or Dietetic and Public Health or Nutrition or Dairy Science or Bakery Science or Post Harvest Technology from a Govt. recognized University/ Institute with a condition that candidates who have completed these PG Diploma courses, must have studied anyone of following subjects at their Bachelor’s degree level i.e. Chemistry or Biochemistry or Food Technology or Food Science &amp; Technology or Food &amp; Nutrition or Edible Oil Technology or Microbiology or Dairy Technology or Agricultural or horticultural Sciences or Industrial Microbiology or Toxicology or Public Health or Life Science or Biotechnology or Fruit &amp; Vegetable Technology or Food Safety &amp; Quality Assurance or Food Processing Technology or Fruit &amp; Vegetable or Medicine or Veterinary sciences or Fisheries or Animal Sciences”</p> <p style="text-align: center;">OR</p> <p>BE or B. Tech in Food Technology or Dairy Technology or Biotechnology or Oil Technology or Food Process Engineering or Food Processing Technology or Fruit &amp; Vegetable Technology or Food Safety &amp; Quality Assurance or Bachelor’s degree (not less than four years’ duration) in Medicine or Veterinary sciences or Fisheries or Animal Sciences.</p>
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Post Code	Post/ Pay Level	No of Posts	Eligibility/experience
09	Deputy Manager (Pay Level-10) (Rs.56,100- 1,77,500)	03	<p>Officers of the Central Government or State Governments or Union Territories or Govt. Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government, Statutory or Autonomous Organizations: -</p> <p>(i) Holding analogous post on regular basis in the parent cadre or department; or</p> <p>(ii) With three years' regular service in the grade rendered after appointment thereto on a regular basis in the Pay Level 7 or equivalent;</p> <p>and with relevant experience and</p> <p>possessing Post Graduate Degree or Diploma (Full Time courses) in journalism or Mass communication or Public Relation or MBA with specialization in Marketing from a recognized university or Institute OR Post Graduate Degree or Diploma in Social Work or psychology or Labour and Social Welfare from a recognized university or Institute <b>OR</b> Master's degree in Library Sciences or Library and Information Science of a recognized University or Institute.</p>
10	Deputy Manager(IT) (Pay Level-10) (Rs. 56,100- 1,77,500)	01	<p>Officers of the Central Government or State Governments or Union Territories or Govt. Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government, Statutory or Autonomous Organizations: -</p> <p>(a) Holding analogous post on regular basis in the parent cadre or department; or</p> <p>(b) With three years' regular service in the grade rendered after appointment thereto on a regular basis in the Pay Level 7 or equivalent; and</p> <p>With relevant experience and possessing B. Tech or M.Tech in Computer Science or any other related Engineering Discipline or MCA or Bachelor's Degree in Relevant field.</p>

Post Code	Post/ Pay Level	No of Posts	Eligibility/experience
11	Administrative Officer (Pay Level-8) (Rs.47,600-1,51,100)	07	<p>Officers of the Central Government or State Governments or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government, Statutory or Autonomous Organizations: -</p> <p>(a)(i) Holding analogous post on regular basis in the parent cadre or department; or (ii) with two years' regular service in the grade rendered after appointment thereto on a regular basis in the pay level 7 or equivalent in the parent cadre or department; or (iii) with six years' regular service in the grade rendered after appointment thereto on a regular basis in the Pay Level 6 or equivalent in the parent cadre or department and</p> <p>with relevant experience and possessing Bachelor's Degree from a recognized University or Institution.</p>
12	Senior Private Secretary (Pay Level -08) (Rs. 47,600-1,51,100)	04	<p>Officers of the Central Government or State Governments or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government, Statutory or Autonomous Organizations with relevant experience: -</p> <p>(i) Holding analogous post on regular basis in the parent cadre or department; or (ii) With two years' regular service in the grade rendered after appointment thereto on a regular basis in Pay Level 7 or equivalent in the parent cadre or department.</p> <p>with relevant experience and possessing Bachelor's Degree from a recognized University or Institution.</p>
13	Personal Secretary, (Pay Level-07) (Rs. 44,900-1,42,400)	15	<p>Officers of the Central Government or State Governments or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government, Statutory or Autonomous Organizations with relevant experience:</p> <p>(i) Holding analogous post on regular basis in the parent cadre or department; or (ii) with five years' regular service in the grade rendered after appointment thereto on a regular basis in the Pay Level 6 or equivalent in the parent cadre or department.</p> <p>with relevant experience and possessing Bachelor's Degree from a recognized University or Institution.</p>

Post Code	Post/ Pay Level	No of Posts	Eligibility/experience
14	Assistant Manager (IT) (Pay Level – 07) (Rs. 44,900-1,42,400)	01	<p>Officers of the Central Government or State Governments or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi–Government, Statutory or Autonomous Organizations: -</p> <p>(i) Holding analogous post on regular basis in the parent cadre or department; or (ii) With five years’ regular service in the grade rendered after appointment thereto on a regular basis in the Pay Level 6 or equivalent in the parent cadre or department; and;</p> <p>with relevant experience and possessing B.Tech or M.Tech in Computer Science or any other related Engineering Discipline or MCA or Bachelor’s Degree in Relevant field.</p>
15	Assistant, (Pay Level-06) (Rs. 35,400-1,12,400)	07	<p>Officers of the Central Government or State Governments or Union Territories or Govt. Universities or Recognized Research Institutions or Public Sector Undertakings or Semi–Government, Statutory or Autonomous Organizations: -</p> <p>(a)(i) Holding analogous post on regular basis in the parent cadre; or (ii) with ten years’ regular service in the grade rendered after appointment thereto on a regular basis in the Pay Level 4 or equivalent in the parent cadre or department and having three years’ experience in administration, human resource development, or / and vigilance matters depending on the post requirement and possessing</p> <p>Bachelor’s Degree from a recognized University or Institution.</p>
16	Junior Assistant (Grade-I) (Pay Level 04) (Rs.25,500-81,100)	01	<p>Officers of the Central Government or State Governments or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi–Government, Statutory or Autonomous Organizations;</p> <p>(a)(i) Holding analogous post on regular basis in the parent cadre or department; or (ii) With eight years’ service in the grade rendered after appointment thereto on a regular basis in Pay Level-2 or equivalent in the parent cadre or department and</p> <p>with relevant experience and possessing</p> <p>(b) 12th Standard or equivalent examination from a recognized Board or University</p>

Post Code	Post/ Pay Level	No of Posts	Eligibility/experience
17	Junior Assistant (Grade-II) Pay Level 02 (Rs.19,900- 63,200)	12	<p>Officers of the Central Government or State Governments or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government, Statutory or Autonomous Organizations;</p> <p>(a)(i) Holding analogous post on regular basis in the parent cadre or department; or (ii) With three years' service in the grade rendered after appointment thereto on a regular basis in Pay Level-1 or equivalent in the parent cadre or department and</p> <p>With experience of handing diary/dispatch and typing on Computer etc. and possessing</p> <p>(n) 12th Standard or equivalent examination from a recognized Board or University.</p>
18	Staff Car Driver (Ordinary Gde) (Pay Level-02) (Rs.19,900- 63,200)	03	<p>Holding regular post of Staff Car Driver in Pay Level-1 in any Government Organization and possessing: -</p> <p>(i) a valid driving license for Motor Cars; (ii) Knowledge of motor mechanism (The candidate should be able to remove minor defects in vehicle) (iii) Experience of driving a motor car for at least three years; and (iv) Pass in 10<sup>th</sup> Standard</p>