

Recruitment Rules for the post of Assistant in Narmada Control Authority

Name of post	Number of Post	Classification	Pay Band and Grade Pay	Whether selection post or non-selection post	Whether benefits of added years of service admissible under Rule-30 of CCS (Pension) Rules, 1972	Age limit for direct recruitment	Educational & other qualifications required for direct recruitment
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
Assistant	7* (2010) *Subject to variation dependent on workload.	Group 'B' Ministerial	(Pay Band 2) Rs.9300-34800 and Grade Pay of Rs.4600/-	Selection	Not Applicable.	Not Applicable.	Not Applicable.

Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotees.	Period of probation, if any.	Method of recruitment whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods.	In case of recruitment by promotion / deputation/absorption, grades from which promotion/deputation/absorption to be made.	If Departmental Promotion Committee exists, what is its composition	Circumstances in which Union Public Service Commission is to be consulted
(9)	(10)	(11)	(12)	(13)	(14)
Not applicable	Two years	100% by Promotion failing which by Deputation (including Short term Contract)	<p>For Promotion : Upper Division Clerks of NCA cadre with 10 years regular service in the Pay Band -1 of Rs.5200-20200 and Grade Pay of Rs.2,400/-</p> <p>For Deputation(including Short Term Contract) : Officers employed in the ministerial service of the departments of the Central Government / State Governments / Public Sector Undertakings / State Electricity Boards / Autonomous bodies and below 56 years of age on the last date of submission of application:</p> <p>1. a) holding analogous post on regular basis;</p> <p style="text-align: center;">OR</p> <p>b) holding post carrying pay in the Pay Band -1 of Rs.5200-20200 and Grade Pay of Rs.2,800/- or equivalent with minimum 6 years regular service</p>	<p>Member (Civil) - Chairman</p> <p>Secretary, NCA - Member</p> <p>One outside expert of not below the rank of Director on the subject matter concerned.</p> <p><i>*(To be nominated by the Executive Member, NCA)</i></p>	Not Applicable.

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			<p style="text-align: center;">OR</p> <p>c) holding post carrying pay in the Pay Band -1 of Rs.5200-20200 <i>plus</i> Grade Pay of Rs.2,400/- or equivalent with minimum 10 years regular service;</p> <p style="text-align: center;">AND</p> <p>II. Possessing the following qualifications and experience :</p> <p>Essential Qualifications : (i) 12th Class or equivalent from a recognized Board or University</p> <p>(ii) A typing speed of 30 w.p.m. in English or 25 w.p.m. in Hindi on manual typewriter Or A typing speed of 35 w.p.m.in English or 30 w.p.m.in Hindi on computer.</p> <p>Experience : Experience in dealing with office files and drafting / noting / establishment and accounts matter.</p>		
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