



Government of India / भारत सरकार  
Ministry of Labour and Employment / श्रम एवं रोजगार मंत्रालय  
Directorate General of Employment / रोजगार महानिदेशालय  
**National Career Service Centre for Differently Aabled**  
**दिव्यांगों हेतु नेशनल कैरियर सर्विस सेंटर**  
I. T. I. Campus, Hehal, Ranchi - 834005 / आई.टी.आई परिसर, हेहल, राँची - 834005

Tel: 0651- 2952025  
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File No.: NCSCDAR/A-12011/1/2022/305

Date: 02.08.2022

To,

The Dy Director/Asstt. Director, NCSC for DA

Sub: Filling up of one post of Career Assistant Group – C, Non Gazetted as per Pre-revised pay Scale PB – 1,5200-20200, GP 2800/- and as per 7<sup>th</sup> CPC revised pay scale of Level – 5 – Reg.

Sir/Madam,

It is proposed to fill up one post of Career Assistant Group – C, Non Gazetted at NCSC for DA, Ranchi on transfer basis among the officials holding similar or equivalent post in the subordinate Offices of DGE under Ministry of Labour & Employment. The post is vacant since 28.07.2022. The post is revived vide DGE Letter No DGE-A.11013/01/2020-EE.II(P) dated 28.07.2022.

It is therefore requested that the applications of the suitable and willing Officials may be forwarded to this centre in the given format (enclosed) along with copies of up to date APARs for last five years should submit the application along with vigilance clearance certificate may please be furnished to this Office latest by 02/09/2022. The minimum education qualification and experience as prescribed for the posts is as under.

Sl.no	Name of post and pay scale	No.of post	Essential and desirable qualification as per RR
1	Career Assistant Group – C Non Gazetted PB-1 5200-20200, GP2800/ (Level-5 as per 7 CPC)	01	<b>Essential</b> Master's Degree in Social Work, Sociology, Psychology and Disabilities Studies from a Recognised University. <b>Desirable</b> Three year working experience in social work, vocational guidance job placement In disability sector.

In case no response is received by 02.09.2022, it will be presumed that there is no applicant in your Centre. Further action will be fill up the post through other permissible channel as per Recruitment Rules.

Thanking you.

Yours Faithfully

Encl.: As mentioned above.

*Rakesh Ranjan*  
(Rakesh Ranjan) 21/8/2022

**ASSISTANT DIRECTOR (Emp.)**  
National Career Service Centre For Differently Aabled, Ranchi  
Government of India  
Ministry of Labour & Employment, (D.G.E.)

Copy to: The Under Secretary, Gol, EE-II, DGE, M/o. Labour & Employment, Shram Shakti Bhawan, Rafi Marg, New Delhi- 110 001. – For information.



## PROFORMA

Department /Office.....

Particulars of the candidate for the post of.....

1. Name of the applicant block letters :
2. Date of Birth (DD/MM/YYYY) :
3. Whether Ex-Service (Yes/No) :
4. Whether differently Abled (Yes/No) :
5. Date of appointment in the Govt. Service :
6. Educational Qualification :
7. Experience :
8. Present Post held & Scale of Pay :
9. Nature of duties :
10. Whether permanent/temporary :
11. Whether belongs to SC/ST/OBC/PH :
12. Any other information in support of your candidature:

Signature of Candidate

Place :

Date :

List of enclosure :

### CERTIFICATE

The above particulars of Shri./Smt.....are verified and certified that he/she is free from vigilance angle. His/her up-to-date CR folder is enclosed herewith. He /She can be spared for deputation/ transfer when required.

Head of Office