

GOVERNMENT OF INDIA PRESS, NASHIK – 422 006

No. A-35012/04/2013-Estt.I

Date: 14.08.2013

Office Circular No. 112

Sub: Filling up of various posts on **deputation basis** in Govt. of India Press, Nashik - 6

It is circulated for information that the following posts in Govt. of India Press, Nashik are required to be filled up on deputation basis as per existing Recruitment Rules (Non-Industrial) and (Industrial) - 2003 and Recruitment Rules (Canteen Staff)- 2013 from amongst the officials of Central Govt. including the Department of Printing, New Delhi fulfilling the following conditions.

Sl. No.	Name of Posts	Scale of Pay	No. of Posts	Eligibility Conditions
1.	General Store Keeper	PB 2- Rs.9300- 34800 +4200GP	02	Officer of the Central Government: (a) (i) Holding analogous post on regular basis; or (ii) with three years regular service in post in the pay scale of Rs. 4500-125-7000 (Pre-revised); and (iii) with eight years regular service in the pay scale of Rs. 4000-100-6000(Pre-revised). (b) Possessing Matriculation or equivalent from a recognized Board or University. Desirable: One year experience in handling store which can be relaxed by the Appointing Authority in deserving cases in case no eligible candidates apply.
02	Hindi Translator	PB 2- Rs.9300- 34800 +4200GP	01	Officer of the Central Government: (a) (i) analogous post; (OR) (ii) posts in the scale of pay of Rs. 4500-125-7000 (Pre-revised) or equivalent with three years regular service; (OR) (iii) posts in the scale of pay of Rs. 4000-100-6000 (Pre-revised) or equivalent with five years regular service in the grade; AND (b) possessing (i) Master's Degree of a recognized University in Hindi/English with English/Hindi as a compulsory/elective subject or as medium of examination at degree level. (OR) (ii) Master's Degree of a recognized University in any subject other than Hindi/English with Hindi and English as compulsory/elective subject or either or the two as medium of examination and the other as compulsory/Elective subject at degree level. (OR) (iii) Master's Degree of a recognized university in any subject other than Hindi/English with Hindi/English medium and English/Hindi as a Compulsory elective subject or as medium of examination at degree level. (OR) Bachelor's degree of a recognized university with Hindi and English as compulsory / elective subject or either of the two as medium of examination and the other as a compulsory/elective subject, plus a recognized diploma/certificate course in translation from Hindi to English and vice-versa or two years experience of translation work from Hindi to English and vice-versa in Central/State Govt. offices including Govt. of India Undertakings.
03	Upper Division Clerk	PB 1- Rs.5200- 20200 +2400GP	10	Officers of the Central Government: a) Holding analogous post on regular basis or, b) With eight years regular service in the grade of Lower Division Clerk or equivalent.

Note → Please upload these documents on website of Directorate of Printing. (Pages 1-5).
Jalita Jal
AD (Pub.) 19/09/13

Sl. No.	Name of Posts	Scale of Pay	No. of Posts	Eligibility Conditions
04.	Canteen Clerk	PB 1- Rs.5200-20200 +1900 GP	03	Officer of the Central Government holding analogous post on regular basis; or (ii) Canteen Attendant with at least three years regular service in the Pay Band – 1 of Rs. 5200-20200+1800 GP. The deputationist should possess the educational qualifications and experience prescribed for direct recruit i.e. (a) 12th Pass or equivalent with Commerce. (b) A typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on computer (35 w.p.m. and 30 w.p.m. correspond to 10500 Key Depression per Hour or 9000 Key Depression per Hour on an average of 5 Key depressions for each word)
05	Assistant Halwai-cum-Cook	PB 1- Rs.5200-20200 +1900 GP	04	Officer of the Central Government (a) (i) Holding analogous post on regular basis; or (ii) Canteen Attendant in the Pay Band – 1 of Rs. 5200-20200+Grade Pay of Rs. 1800 with at least three years regular service having one year experience as Helper to Halwai-cum-Cook possessing the educational qualifications and experience prescribed for direct recruit i.e. (a) 10th Pass with a certificate or Diploma in Catering, etc. (b) Experience – One year.
06	Head Reader	PB 2- Rs.9300-34800 +4200GP	01	a)Holding the post of Head Readers/Editors in the Pay Scale of Rs.9300-34800+4200GP on regular basis or b)Copy editors in the Pay Scale of Rs.5200-20200+2800GP with three years regular service. c) Copy Editors in the Pay Scale of Rs.5200-20200+2800GP with regular service of eight years in the grade and in the grade of Reader in the Pay Scale of Rs.5200-20200+2400GP
07	Reader	PB 1- Rs.5200-20200 +2400 GP	09	a)Holding the post of Reader in the Pay Scale of Rs.5200-20200+2400GP on regular basis .
08	Head Mechanic	PB 1- Rs.5200-20200 + 2800 GP	01	a)Holding the post of Head Mechanic/ (Printing and Binding)in the Pay Scale of Rs.5200-20200+2800GP on regular basis or b)Mechanic (Printing and Binding) in the Pay Scale of Rs.5200-20200+2400 with five years regular service in the grade .
09	Mechanic	PB 1- Rs.5200-20200 +2400 GP	04	b)Holding the posts of Mechanic (Printing and Binding) in the Pay Scale of Rs.5200-20200+2400 on regular basis or b)Asstt. Mechanic (printing and Binding) in Scale of Rs.5200-20200+1900GP with eight years regular service in the grade subject to qualifying the Prescribed Trade Test.
10	Wireman	PB 1- Rs.5200-20200 +1900 GP	01	a)Holding the post of Wireman in the Pay scale of 5200-20200+1900GP with regular service .
11	Truck Driver(Heavy)	PB 1- Rs.5200-20200 +2400 GP	01	a)Holding the post of Truck Driver (Heavy Vehicle/Light Vehicle) in the pay Scale of 5200-20200 + 1900 GP with regular service or b)Auto truck Driver in the Pay Scale of Rs. 5200-20200 +1800GP with four years regular service subject to passing in the Trade Test. Possessing Driving license for Heavy Vehicle.

Sl. No.	Name of Posts	Scale of Pay	No. of Posts	Eligibility Conditions
12	Truck Driver (Light)	PB 1- Rs.5200-20200 +1900 GP	01	(a)Holding the post of Truck Driver (Heavy Vehicle/Light Vehicle) in the pay Scale of 5200-20200 + 1900 GP with regular service or (b)Auto truck Driver in the Pay Scale of Rs. 5200-20200 +1800GP with four years regular service subject to passing in the Trade Test. Possessing Driving license for Heavy Vehicle.
13	Offset Machine Man	PB 2- Rs.9300-34800 +4200GP	16	Offset Machine Man of other Govt. of India Presses failing which Offset Machine Asstt. With 07 years regular service in the grade from other Govt. of India Presses subject to qualifying in a Trade Test
14	Offset Machine Asstt.	PB 1- Rs.5200-20200 +2400 GP	42	Holding the post of Offset Machine Asstt. in the Pay Scale of Rs.5200-20200+2400GP with regular service subject to qualifying in the Trade Test.
15	Offset Machine Attendant	PB 1- Rs.5200-20200 +1900 GP	10	Holding the post of Offset Machine Attendant in the Pay Scale of Rs.5200-20200+1900GP with regular service.

General Instructions:-

- For all the above said posts, the period of deputation including the period of deputation in another Ex-cadre post held immediately preceding this appointment in the same or some other organization/Department of the Central Government shall ordinarily not exceed three years.
- The maximum age limit for appointment by transfer on deputation shall not exceed 56 (fifty six) years as on the closing date of receipt of applications.

The head of Establishment/Organizations/Presses are requested to circulate the vacancies among the eligible officials and applications of suitable candidates may be forwarded to this Press in the enclosed Annexure 'A' along with the full service particulars in Annexure 'B' and definite recommendations as to the suitability of the candidate. The up-to-date C.R. Dossiers, Vigilance Clearance Certificate and an undertaking from the candidate that he/she will not withdraw his/her candidature after selection, may be forwarded along with application so as to reach the undersigned within **one month** from the date of publication of advertisement in "Employment News" weekly newspaper. The application of those who can be spared immediately need only to be forwarded to the **Manager, Govt. of India Press, Gandhinagar, Nashik-422 006, Maharashtra.**

Encl: Annexure 'A' & 'B'

-sd/-
Manager
Govt. of India Press, Nashik-6

Annexure - A

1. Name of the office :
2. Designation :
3. Date of Birth :
4. Educational Qualification :
5. Present post held and whether it is a cadre post or ex-cadre post :
6. Present pay and the Grade pay of the post held :
7. Date of continuous appointment in the present post :
8. Details of Employment :

Office/Instt./Organization	Post held	From	To	Scale of pay & last basic pay	Nature of duties

9. Whether SC/ST :
10. Any other information :

Date :

Signature of Candidate

Annexure - B

FORM OF APPLICATION

1. Application for the post of :
2. Name of Applicant :
3. Age/Date of Birth :
4. Educational/Tech. Qualification :
5. Additional Qualifications and experience acquired for the higher post applied for :
6. Date of appointment in the Department And the post to which appointed :
7. Substantive appointment held and the Date of such appointment :
8. Details of posts held and the period for Which these were held :
9. Present post held and date from which held :
10. Whether the present post is held on adhoc Basis or regular basis :
11. Present pay with scale :

Undertaking

I undertake that I will not withdraw my candidature under any circumstances in the event of selection in Govt. of India Press, Nashik.

Signature of Applicant:

Designation :

Name of the Press/Office:

Certified that the conditions for selection have been explained to the applicant. Certified that the contents of this application have been verified from the records and found to be actually correct.

There is no vigilance case pending or contemplated against the applicant.

Signature of Controlling /Administrative Officer