

BOARD OF APPRENTICESHIP TRAINING (NORTHERN REGION)
(An Autonomous Body under Ministry of H.R.D., Deptt. of Higher Education, Govt. of India)
16, Block-1A, Lakhapur, Kanpur-208024(UP).

Website: www.boatnr.org

Advertisement No.1/BOAT(NR)/2017

Applications are invited for the following temporary posts (likely to be permanent) on prescribed format of application with recent photograph from the eligible and willing candidates for appointment at its Delhi/Kanpur/Jaipur office with liability to serve anywhere in India. **Applicants already in employment of Central/State Govt./Semi-Govt./Autonomous Bodies, must submit their application through proper channel.**

Sl. No.	Name & number of the Posts	Pay Scale	Qualification	Category	Age Limit
1.	Deputy Director of Training [One Post]	Rs.15600-39100 (PB-3) + GP Rs.6600/- + other allowances (as per 6 th CPC)	Essential: A first or second class Degree in Engineering/Technology or equivalent or Post-Graduate Degree in Engineering/Technology. At least seven years field/administrative experience is required. Desirable: Experience of Supervising and/or arranging Practical Training in industry.	General (Unreserved)	45 yrs. (Maximum)
2.	Senior Stenographer (Personal Assistant) [One Post]	Rs.9300-34800 (PB-2)+GP Rs.4200/- + other allowances (as per 6 th CPC)	Essential: Passed Matriculation or Equivalent, Typing Speed 40 W.P.M. in English on computer and Shorthand Speed 100 W.P.M. in English should have at least five years experience as a stenographer. Desirable: Graduation in Arts/Commerce/Science with Capability of taking Hindi dictation and Hindi typing with self drafting and capable of correspondence independently.	General (Unreserved)	35 Yrs. (Maximum)
3.	Office Superintendent [One Post]	Rs.9300-34800 (PB-2)+GP Rs.4200/- + other allowances (as per 6 th CPC)	A good Degree of recognized University, Knowledge of Govt. Rules & Regulations, Knowledge of Hindi. Experience of at least ten years in Govt. Office/Autonomous Organisation. Preference will be given to those who have sufficient experience of supervisory capacity.	General (Unreserved)	40 Yrs. (Maximum)
4.	Junior Stenographer [One Post]	Rs.5200-20200 (PB-1)+GP Rs. 2400/- + other allowances (as per 6 th CPC)	Essential: Passed Matriculation or Equivalent, Shorthand speed 100 W.P.M in English and Typing speed - 40 W.P.M. in English on computer. Desirable: Graduation in Arts/Commerce/Science with Capability of taking Hindi dictation and Hindi typing.	Reserved for OBC	30 Yrs. (Maximum) 3 yrs. Age relaxation in upper age limit for OBC candidates
5.	Lower Division Clerk [One Post]	Rs.5200-20200 (PB-1)+GP Rs. 1900/- + other allowances (as per 6 th CPC)	Essential: i) Passed Matriculation or Equivalent ii) English Typing Speed - 30 W.P.M. (minimum) on computer Desirable: (i) Graduation in Arts/Commerce/ Science (ii) Certificate course in Computer of minimum 6 months of duration (iii) Knowledge of Hindi Typing on Computer	General (Unreserved)	30 Yrs. (Maximum)

6.	Multi Tasking Staff (General) [One Post]	Rs.5200-20200 (PB-1)+ GP Rs.1800/- + other allowances (as per 6 th CPC)	Essential: Passed Matriculation or equivalent Desirable : Knowledge of operating office equipment like photocopy machine. Experienced person worked as Daftari, Peon, Sweepers etc. will be preferred.	General (Unreserved)	25 Yrs. (Maximum).
7.	System Officer (on contract basis) [One Post]	Rs.35000/- (consolidated)	Essential: Degree in Engg./Technology in computer science / engineering or equivalent or MCA/M.Sc. Degree in Computer Science/ Engineering. Desirable: Experience in developing web based software and maintaining websites/web portal, computer network security, maintenance of LAN/WAN and maintenance of computer systems.	General (Unreserved)	35 years (Maximum)

Instructions:

1. The cutoff date for determination of age is **01.03.2017**.
2. No age relaxation is allowed to SC/ST/OBC candidates applying against unreserved post.
3. The candidates applying under general category for the post of "**Deputy Director of Training**" should submit an **IPO/DD of Rs.500/-** and candidates applying for **other posts** shall submit an **IPO/DD of Rs.100/-** in favour of "**Director, Board of Apprenticeship Training (NR), Kanpur**" alongwith application. No IPO/D.D. is required for SC/ST/PH candidates applying for any posts. The IPO/D.D. received by this Board will not be refunded in any case.
4. The caste certificate, interalia must specify that the candidate does not belong to "creamy Layer" on the format issued by DOPT, Govt. of India to be produced by other backward classes applying for appointment to posts under the Government of India.
5. Form of declaration to be submitted by OBC candidates in addition to Community Certificate on Proforma-II and Proforma-III.
6. Relevant information, Application format and other forms can be downloaded from the Board's **Website: www.boatnr.org**.
7. Number of vacancies is subject to change at the discretion of competent authority without intimation and without assigning any reason thereof, at any time during the course of recruitment.
8. Board reserves its right to withdraw or cancel the above advertisement in part or full.
9. Last date for receipt of application is **30 days** from the date of publication of this advertisement in the Employment News. Please apply alongwith self attested photo copies of certificates

DIRECTOR
