



भारतीय दूरसंचार विनियामक प्राधिकरण
TELECOM REGULATORY AUTHORITY OF INDIA
महानगर दूरसंचार भवन, जे.एल.एन. मार्ग (ओल्ड मिंटो रोड,)
जाकिर हुसैन कॉलेज के पास, नई दिल्ली-110002

वैश्वेय कुटुम्बकम्
ONE EARTH • ONE FAMILY • ONE FUTURE

File No. 1-01/2023-A&P

Dated: 01st May, 2023

To,

All Ministries/Department of Government of India,
Central Public Sector Undertakings, Statutory & Autonomous Bodies.
(As per list enclosed) - Through e-mail

Sub: Filling up of the post of Personal Assistant in TRAI (HQ), New Delhi on deputation on foreign service terms : Extension of last date for receipt of applications - Reg.

Sir / Madam,

Reference is invited to TRAI's vacancy circular of even No. dated 31st January, 2023 and 17th March, 2023 regarding filling up of **the post of Personal Assistant at its Headquarter, New Delhi on deputation on foreign service terms, initially for a period of two years**. The required qualification and experience etc. for the said post, are given as under:-

Name of Post	Personal Assistant
Pay scale/ Pay Level:	Level-6 (Rs. 35400-112400) in the Pay Matrix as per 7 th CPC plus allowances such as DA, HRA etc. as per Govt. Rules. <i>[Pre-revised PB-2 Rs.9300-34800+ GP Rs. 4200/-]</i>
Eligibility criteria:	Officials of Central Government, Public Sector Undertakings and Statutory and Autonomous Bodies: (i) Holding equivalent post on regular basis or (ii) 6 years of regular service in the grade of Stenographer Grade 'D' in the PB-1 Rs. 5200-20200+GP Rs.2400 (Under 6 th CPC) [Revised in Level-4 as per 7 th CPC] The official must possess the working knowledge of computer.

2. The appointment will be made on deputation on foreign service terms and will be governed by the instructions issued by the DoP&Trg. OM No. 6/8/2009-Estt. (Pay II) dated 17th June, 2010, as amended from time to time. **The maximum age for appointment on deputation shall in no case exceed 56 years on the date of closing of applications in TRAI.**

Def


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-2-

3. All the Ministries/Departments, Central Public Sector Undertakings and Statutory and Autonomous Bodies of Government of India are requested to forward applications in the prescribed proforma (*can be downloaded from TRAI's website www.trai.gov.in*) along with attested copies of ACRs/APARs for the last five years, vigilance/disciplinary clearance and cadre clearance of eligible candidates, whose services could be placed at the disposal of the Authority immediately in the event of their selection. The application should be sent in an envelope superscribing the post applied for to the **Deputy Advisor (HR), Telecom Regulatory Authority of India, Mahanagar Door Sanchar Bhawan, J. L. Nehru Marg (Old Minto Road), Next to Zakir Hussain College, New Delhi-110002.**

4. The last date for receipt of applications is **now extended up to 31st May, 2023.**

Yours faithfully,


(Vinay Kumar Goel)
Deputy Advisor (HR)
Tel: 011-23664-189

Copy to (Through e-mail (ई-मेल द्वारा):-

- 1) Sr. PPS to Secretary, TRAI
- 2) All Principal Advisors/Advisors [HQ] & [ROs], TRAI.
- 3) JA (IT) - with a request to post the same in the TRAI website.
- 4) Director (CS Division), Department of Personnel and Training, Lok Nayak Bhawan, New Delhi – with a request to post the same on DoPT website.
- 5) The Deputy Director General (Employment), Ministry of Labour & Employment, Shram Shakti Bhavan, New Delhi-110001: with a request to post the same of NCS Portal.
- 6) Notice Board