

F.No.7-594/Estt./2014 521

9 September 2014

The Deputy Registrar (Admn.)
Pondicherry University
PUDUCHERRY-605014

Sir,

Please find enclosed the advertisement for the post of **Joint Director (Admn. & Finance)** in PB-3 Rs.15600-39100 + GP Rs.7600/- in National Book Trust, India on **deputation basis**. It is requested that the advertisement may kindly be circulated amongst your officers suitably.

Detailed terms and conditions and application form may be seen at our website www.nbtindia.gov.in.

Thanking you,



Yours faithfully

(Rakesh Kumar)

Deputy Director (Establishment)

Encl: as above.

प्रधान कार्यालय
नेहरू भवन
5 इंस्टीट्यूशनल एरिया
फेज - II, वसंत कुंज
नई दिल्ली - 110 070

HEAD OFFICE

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ई-मेल / Email : office.nbt@nic.in

वेबसाइट / Web : www.nbtindia.gov.in



NATIONAL BOOK TRUST, INDIA

Ministry of Human Resource Development Government of India

Nehru Bhawan, 5 Institutional Area

Phase-II, Vasant Kunj, New Delhi-110 070

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website: www.nbtindia.gov.in

Filling up of the post of Joint Director (Administration & Finance) on deputation basis

Advt No. Estt/08/2014

4th September 2014

National Book Trust, India, an apex body engaged in publication of books and book promotion in the country, invites applications for the post of Joint Director (Administration & Finance) on deputation basis in PB-3 Rs.15600-39100 + GP Rs.7600/- plus allowances as applicable to Central Government employees. The appointment will be initially for a period of three years.

Essential Qualifications:

- (i) A Bachelor's degree from a recognized university with 10 years administrative experience in a managerial capacity with sound knowledge of Govt administrative and financial Rules and Regulations and office procedure in Govt/Semi-Govt/Autonomous organization
- (ii) Holding analogous posts in PB 3 with GP Rs. 7600 on Regular basis or with five years regular service in the posts in the Pay Band-3, GP Rs.6600/- in the Govt/semi-Govt/Autonomous organisations.

Interested officers may send their applications through proper channel to Director, NBT, India at the above address in the prescribed format within 30 days from the date of publication of this advertisement. For further details please visit NBT website www.nbtindia.gov.in

Note: (1) The proposal for exempting this post from the rule of immediate absorption is presently under consideration at Department of Pension & Pensioners Welfare, Ministry of Personnel, Public Grievances and Pensions.

(2) The candidates who had responded to our earlier advertisement dated 17.5.2014 need not to apply again.