

13.	:	Group 'C' Departmental Promotion Committee consisting of :—		
		(1) Head of the Department or Joint Director, National Atlas and Thematic Mapping Organisation	—Chairman	
		(2) Deputy Director (by rotation), National Atlas and Thematic Mapping Organisation	— Member	
		(3) Senior Administrative Officer, National Atlas and Thematic Mapping Organisation	— Member	8.
14.	:	Not applicable.		
13. 1.	:	Care Taker		
2.	:	2*(2004)		9.
		*Subject to variation dependent on workload.		10.
3.	:	General Central Services, Group 'C', Non-Gazetted, Ministerial.		11.
4.	:	Rs. 4000-100-6000		12.
5.	:	Selection		
6.	:	No		13.
7.	:	Not applicable		
8.	:	(i) Matriculate or its equivalent. (ii) Minimum experience of five years in the grade of Lower Division Clerk or Store Keeper.		
9.	:	No		
10.	:	Not applicable		14.
11.	:	By promotion		15. 1.
12.	:	Promotion from the grades of Lower Division Clerk, Hindi Typist and Electrician with eight years regular service in the respective grades on the basis of combined seniority.		2.
13.	:	Group 'C' Departmental Promotion Committee consisting of :—		3.
		(1) Head of Department or Joint Director, National Atlas and Thematic Mapping Organisation	—Chairman	4.
		(2) Deputy Director (by rotation), National Atlas and Thematic Mapping Organisation	— Member	5.
		(3) Senior Administrative Officer, National Atlas and Thematic Mapping Organisation	— Member	6.
				7.
				8.
				9.
14.	:	Not applicable.		10.
14. 1.	:	Receptionist-cum-Telephone Operator		11.
2.	:	1*(2004)		12.
		*Subject to variation dependent on workload.		13.
3.	:	General Central Services, Group 'C', Non-Gazetted, Non-Ministerial.		
4.	:	Rs. 4000-100-6000		
5.	:	Selection		
6.	:	No		
7.	:	27 years (Relaxable for Government servants upto 40 years in accordance with the instructions or orders issued by the Central Government.)		14.

Note 1 : The crucial date for determining the age-limit shall be the closing date for receipt of applications from the candidates (and not the closing date for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Jammu and Kashmir, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep).

Note 2 : In case of recruitment made through the Employment Exchange, the crucial date for determining the age limit shall be last date upto which the Employment Exchange is asked to submit the names.

8. : (i) Higher Secondary or equivalent examination passed from a recognized University or Board (10 + 2 System);
(ii) Experience in operation of PBX Board preferably of 5+25=25 lines capacity
Desirable : Experience in Reception and attendant duties.
9. : No
10. : Two years
11. : By deputation failing which by direct recruitment
12. : Deputation from the grade of Lower Division Clerk with five years service in the grade rendered after appointment thereto on regular basis.
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(1) Head of the Department or Joint Director,
National Atlas and Thematic Mapping Organisation —Chairman
(2) Deputy Director (by rotation),
National Atlas and Thematic Mapping Organisation —Member
(3) Senior Administrative Officer,
National Atlas and Thematic Mapping Organisation —Member
14. : Not applicable.
15. 1. : Upper Division Clerk
2. : 9*(2004)
*Subject to variation dependent on workload.
3. : General Central Services, Group 'C', Non-Gazetted, ~~Non~~-Ministerial.
4. : Rs. 4000-100-6000
5. : Selection
6. : No
7. : Not applicable
8. : Not applicable
9. : No
10. : Not applicable
11. : By Promotion
12. : Promotion from the grade of Lower Division Clerk, Hindi Typist with five years service in the grade rendered after appointment thereto on regular basis.
13. : **Group 'C' Departmental Promotion Committee consisting of :—**
(1) Head of the Department or Joint Director,
National Atlas and Thematic Mapping Organisation —Chairman
(2) Deputy Director (by rotation),
National Atlas and Thematic Mapping Organisation —Member
(3) Senior Administrative Officer,
National Atlas and Thematic Mapping Organisation —Member
14. : Not applicable.

—Chairman

—Member

—Member

Keeper.

with eight years regular

—Chairman

—Member

—Member

instructions or orders