

16. 1. : Stenographer Grade III
2. : 1\*(2004)  
\*Subject to variation dependent on workload.
3. : General Central Services, Group 'C', Non-Gazetted, 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.)
- 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. : At least Matriculation with a minimum speed of 80 words per minute in Stenography (English/Hindi)
9. : Not applicable
10. : Two years
11. : By direct recruitment through Staff Selection Commission.
12. : Not applicable
13. : **Group 'C' Departmental Promotion Committee consisting of :—**
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| (1) Head of the Department/Joint Director,<br>National Atlas and Thematic Mapping Organisation | —Chairman |
| (2) Deputy Director (by rotation),<br>National Atlas and Thematic Mapping Organisation         | — Member  |
| (3) Senior Administrative Officer,<br>National Atlas and Thematic Mapping Organisation         | — Member  |
14. : Not applicable.
17. 1. : Store Assistant
2. : 2\*(2004)  
\*Subject to variation dependent on workload.
3. : General Central Services, Group 'C', Non-Gazetted, 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.)
- 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 Exchanges is asked to submit the names.

8. : **Essential** : Degree of a recognized University with at least one year experience of Store keeping including keeping of records thereof in a Government or Semi Government Department.  
**Desirable** : (i) Knowledge of making bulk purchases through tender or through Director General of Supplies and Disposals.  
(ii) Knowledge of Central Government rules and regulations.  
(iii) Knowledge of typewriting  
(iv) Ability to read and write Hindi.
9. : No
10. : Two years (for direct recruits)
11. : By promotion failing which by direct recruitment
12. : Promotion from the grades of Store Keeper with eight years service in the grade rendered after appointment thereto on regular basis.
13. : **Group 'C' Departmental Promotion Committee consisting of** :—  
(1) Head of 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.
18. 1. : Plate Maker  
2. : 1\*(2004)  
\*Subject to variation dependent on workload.  
3. : General Central Services, Group 'C', Non-Gazetted, 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.)  
**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. : **Essential** : Matriculate or equivalent with at least five years experience in offset plate making in a Reproduction office.  
**Desirable** : Practical experience in a Photolitho Press.
9. : No
10. : Two years (for direct recruits)
11. : By promotion failing which by deputation and failing both by direct recruitment
12. : Promotion from the grades of Plate Keeper with five years service in the grade after appointment thereto on regular basis.  
Deputation from equivalent or analogous posts or from posts immediately below from similar Central or State Government Department or Autonomous bodies of Commercial Institution of repute.  
**Note** : Total period of deputation shall not exceed three years.
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.