

1	17	2	Personal Assistant	3	Three	4	Group 'C' Post	5	5000 - 8000	6	Non-Selection Post	7	Upto 30 Years	8	Essential: 1. Bachelors' degree from a recognised University or equivalent 2. Shorthand/Typing Speed 100/40 W.P.M in English or 100/35 W.P.M. in Hindi Desirable: Two years experience as PA/Stenographer in a Department of the Central/State Govt./Bank/Public Sector I Undertakings/financial Institutions/Commercial Organisations of repute.	9	Not Applicable	10	-	11	100% by promotion/Deputation/Absorption Basis failing which by direct recruitment.	12	Promotion: Stenographer with five years in the grade rendered after appointment thereto on a regular basis	13	The composition of Departmental Promotion/Selection Committee is as follows: 1. Registrar NIAM, Chairman 2. Director (Mktg.) Ministry of Agri. & Coop. or his nominee Member 3. Admn. Officer or Officer of equivalent rank in NIAM- Member 4. * An Officer belonging to SC/ST/OBCs. Community not below the rank of Admn. Officer- Member *In case none of those at Sl. No. 1 to 3 above belong to SC/ST/OBCs.
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