



GOVERNMENT OF INDIA
MINISTRY OF COMMERCE AND INDUSTRY
DEPARTMENT OF COMMERCE
DIRECTORATE GENERAL OF COMMERCIAL INTELLIGENCE AND STATISTICS
565, ANADAPUR, WARD NO. - 108, PLOT NO. - 22, SECTOR- 1,
KOLKATA- 700107

F.No. AE-27023/1/2023-ESTT-I

Dated: 24/05/2023

CIRCULAR

Subject: Inviting Applications for the post of Caretaker in DGCIS, Kolkata

Applications are invited from Non-Gazetted officials of this Directorate who are willing to act as a caretaker for overall supervision and maintenance of the office building.

The willing applicant should preferably be residing within a radius of 10 (ten) kilometers of the office premise.

The Caretaker selected by the selection Committee is required to report to Store and Purchase Branch for the duty assigned.

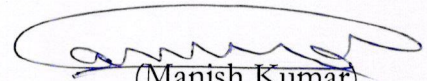
No applicant shall be permitted to withdraw his/her nomination in the vent of his/her selection.

As per recommendation of the Central Seventh pay Commission, an Extra Work Allowance at the rate of 2 % of basic pay of the incumbent will be paid per month in terms of Department of Expenditure O.M. No. 12-3/2016-E.III(A) dated 20/07/2017.

Caretakers will be appointed for a fixed period of 1 year and may be removed before the end of their tenure in case of any irregularity found/ observed.

Application should be submitted to the undersigned within 5th June, 2023.

This issues with the approval of the Director General, DGCIS, Kolkata.


(Manish Kumar)

Dy. Director/ Head of Office

Distribution:

All Concerned

All Notice Boards

www.dgciskol.gov.in