

File No.ORG/71/09/2011-PIII
Government of India
Planning Commission
Office of Adviser to PM on Public Information Infrastructure and Innovations

Vacancies are available under the Member Secretary, National Innovation Council, Office of Adviser to PM, Public Information Infrastructure and Innovations for the posts of Personal Assistant(one) and Senior Peon/Peon(one) on contractual basis for a period of 2 years or as desired by Member Secretary, NInC with consolidated pay of Rs. 17,000 for Personal Assistant and Rs. 9,000 for Senior Peon/Peon.

Eligibility Conditions (on contractual basis):-

Sl. No.	Name of the post	Qualification for the candidate
1.	Personal Assistant	Candidate should be Graduate from a recognised University with experience of P.A. preferred. The candidate should be well versed with computer (MS OFFICE, MS WORD ETC.)
2.	Peon	10 th Pass

Duration

Contractual basis for a period of 2 years or as desired by Member Secretary, NInC.

Interested candidates may send their CV by e-mail or alternatively by post within 10 days from the date of publication of this vacancy in the newspaper at the following address:-

**SRO, Office of Adviser to PM on
Public Information Infrastructure and Innovations**

Room 124
Planning Commission
Yojana Bhavan
Sansad Marg
New Delhi- 110001
E-mail ID: officepiii@nic.in

Shortlisted candidates will be informed by email and would have to appear for a panel-based interview. No phone calls or emails will be entertained during this process.