



DELHI TECHNOLOGICAL UNIVERSITY

Established by Govt. of Delhi vide Act 6 of 2009
(Formerly Delhi College of Engineering)
SHAHBAD DAULATPUR, BAWANA ROAD, DELHI-110042

File No. F.DTU/Rectt./RR/Notification/2016-17/595


Dated the 16/04/18 March, 2018

Notification

In exercise of powers conferred under sub-clause 2(h) of Clause 10 of the Delhi Technological University (First) Statutes 2009 notified vide Gazette Notification No. F1(1050)/2009-SB/591-597 dated 13.08.2009, the Board of Management, Delhi Technological University in its 27th meeting held on 23.02.2018 vide Agenda Item No. 27.6 has approved the Revised Recruitment Rules/New Recruitment Regulations for the post of Junior Office Assistant, as under:-

1.	Name of post	Junior Office Assistant (JOA)
2.	No. of post(s)	As sanctioned
3.	Classification	Group 'C'
4.	Scale of pay	PB-1, Rs.5200-20,200 Grade Pay Rs.1900/- (6 th CPC) Level-2, Entry Pay Rs.19900/- (7 th CPC)
5.	Whether selection post or non selection post	Selection
6.	Age limit for Direct Recruitment	35 years Relaxable for Govt. servants/SC/ST/OBC/PH etc., as per instructions issued by the Govt. of NCT of Delhi/DTU from time to time. Crucial date for determining the age limit shall be the last date for receipt of applications.
7.	Educational and other qualification required for direct recruitment	Essential: i. 12 th Class or equivalent qualification from a recognized Board or University. ii. Typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on computer. (35 w.p.m. and 30 w.p.m. correspond to 10500 KDPH and 9000 KDPH respectively on an average of five (05) key depressions for each word)
8.	Whether age and educational qualification prescribed for direct recruit will apply in the case of promotes	Not Applicable
9.	Period of probation (if any)	Two years
10.	Method of recruitment, whether by direct recruitment or by promotion or	100% by Direct Recruitment

	by deputation and percentage of the posts to be filled ;by various methods	
11.	In case of recruitment by promotion/ deputation, grade from which promotion / deputation to be made	Not Applicable
12.	If a DPC exist, what is its composition	As per DTU Rules
13.	Circumstances in which UPSC is to be consulted in making recruitment.	Not Applicable


(Prof. Samsher)
Registrar

Copy to:-

1. PA to VC.
2. PA to Pro VC-I.
3. PA to Pro VC-II.
4. All DRs/ARs
5. All HoDs, DTU
6. Head, Computer Centre with the request to upload the notification on University's website.