

भारत सरकार
उत्तरी क्षेत्र कृषि मशीनरी प्रशिक्षण एवं परीक्षण संस्थान
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VACANCY FOR ADMN., OFFICIAL/TYPING & TECHNICAL WORK CONTRACTORS

S.No.	Work of Contract	Eligibility	Age
1.	To shoulder administrative work including working on computer.	Contractor should have 10 years experience in the Central Govt. on the post of U.D.C./above (pre-revised in PB-1, Rs.5200-20200+2400GP or above) and having good and updated knowledge of rules and regulations in Central Govt. Establishment	Should not exceed 65 years
2.	Official/Typing Work	10+2, Typing speed in English with minimum speed of 35 w.p.m. on Computer (35 w.p.m. correspond to 10500 KDPH p.m. an average of 5 key depression for each word). Computer works including working on M.S.Word, Excel, P.P.P., Adobe Photoshop & Paints. Knowledge of Hindi Typing on Computer will be preferred	Should not exceed 40 years
3.	To assist in imparting training on selection, operation, maintenance & management of different Agricultural machinery including Tractors, Combine harvester etc. to different categories of Trainees viz. Farmers, undergraduates Engineers, Technicians etc.	Degree in Agricultural Engineering from a recognized University or Institute or equivalent. Persons having experience in the related field will be preferred.	Should not exceed 40 years
4.	To assist in theory and practical the classes/demonstrations activities in the field of Farm Machinery and Power.	Tractor /Diesel Mechanic I.T.I. from a recognized Institute or equivalent. Persons having experience in the related field will be preferred.	Should not exceed 40 years

Period : The contract will be for a period of 80 days which may be extended as per performance and requirement.

Interested contractors with required qualification may appear on **15.12.2017 at 11.00AM** for establishing skill proficiency, alongwith the following documents (in original) :-

(i) Bio-data (ii) Original educational documents (iii) Aadhar Card (iv) Bank Account No.

Those appearing after 11.30 AM would not be allowed to participate in the process.

Contract amount to be paid, would be decided during skill proficiency. In case nobody found suitable nobody would be given the contract. Number of Contractors may vary.

Farm Supdt./D.D.O. & H.O.O