

Telecom Regulatory Authority of India

Mahanagar Doorsanchar Bhawan, J.L. Nehru Marg, (Old Minto Road),

Next Zakir Husain College, New Delhi - 110002

No. 1-14/2008-A&P

Dated : 7th January, 2009

To

All Ministries/Departments/Government of India and PSUs.

Sub:- Filling up the post of 'Private Secretary' in TRAI on deputation on foreign service terms

The Telecom Regulatory Authority of India (TRAI), New Delhi, is a statutory body set up under an Act of Parliament named TRAI Act, 1997. The organization proposes to prepare a panel of 'Private Secretary' for appointment on deputation on foreign service terms, initially for a period of two years. The details of qualification and experience etc are as under:-

S.No.	Name of the Post	Scale of Pay	Qualification/eligibility
1.	Private Secretary	Rs.9300-34800 plus grade pay of Rs.4600 (PB-2) and allowances such as DA, HRA, TA etc. as per Govt. Rules.	a) Officers of the Central/ State Govt./PSUs (i) holding equivalent post or (ii) with 6 years of regular service in a grade immediately below. b) The officer must possess the working knowledge of computer.

2. TRAI is a statutory body and has been exempted from the rule of immediate absorption upto 23.01.2009 by Department of Pension & Pensioner's Welfare. . The matter for further extension has been taken up with the Government.

3. All the Ministries/ Departments/ PSUs are requested to forward applications in the enclosed proforma (also available in TRAI's website www.trai.gov.in/vacancies.asp) alongwith **attested copies of ACRs for the last five years** and **vigilance clearance** of eligible candidates whose services could be placed at the disposal of the Authority immediately.

4. Last date for receipt of the application complete in all respect is **9th February, 2009**

Yours faithfully,

(M.D. Pathak)
Technical Officer (A&P)
Tel. No. 23211985