

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
OFFICE OF THE ADDL. DISTRICT MAGISTRATE, DISTRICT WEST
PLOT NO. 3, SHIVAJI PLACE, RAJA GARDEN, NEW DELHI.**

F.No. LAC/DC/WEST/NHAI/2024/1370

Dated: 20/02/2024

VACANCY NOTICE

Schedule for Walk-In-Interview for appointment of Two (02) Data Entry Operator (DEO) and 04 (Four) Multi-Tasking Staff (MTS) in Land Acquisition Branch, Distt. West on contractual/temporary basis.

This office will conduct Walk-in-Interview for appointment of Two (02) Data Entry Operator (DEO) and 04 (Four) Multi-Tasking Staff (MTS) in Land Acquisition Branch, Distt. West on contractual/temporary basis.

The interview schedule is as under:-

Sr. No.	Name of the Post	Essential Qualification	Monthly Emoluments	Date, Time & Venue of Interview
1.	Data Entry Operator (DEO's)	1. Should have been Graduate from recognized university. 2. Should have good working knowledge of Computers and should have typing speed of 8000 key depression per hour.	Rs. 25000/- per month (fixed)	On <u>28.02.2024</u> at 11.00 AM Venue: Office of ADM (West), Plot No. 3, Shivaji Place, Raja Garden, New Delhi.
2.	MTS	1. Should have passed senior secondary school examination from the recognized Board. 2. Preference will be given to those candidates who have some basic knowledge of computer.	Rs. 20,000 per month (fixed)	


Vinay Kumar Jindal
ADM (West)

- 1 Candidates should walk in for interview along with all necessary certificates in original as well as self-attested photocopies thereof in the Office as per above schedule.
2. The appointment is purely on temporary/contractual basis and can be terminated any time without notice or assigning reasons thereof. This office reserves the right to fill or not to fill any/ all the post advertised.
3. This Office will place corrigendum if any, on the Office website only. Candidates are requested to monitor the same before turning up for the interview on the schedule date.

Please note:

1. Please verify the date & time before coming for interview from the official website for latest update on the schedule.
2. All candidates are required to carry their bio-data along with the self-attested copies of certificates.
3. No T.A. /D.A. will be paid for attending the interview.
4. This Office reserves the right to change the nature & no. of posts.

This is issued with prior approval of competent authority i.e DM (West).


Vinay Kumar Jindal
ADM (West)