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F.No.A-35019/01/2022-Admn. II
संघ लोक सेवा आयोग
Union Public Service Commission

Dholpur House, Shahjahan Road
New Delhi-110069
Dated: .11.2022

VACANCY CIRCULAR

Sub: Filling up two (02) posts of Halwai-cum-cook (Canteen) (General Central Service, Group-'C', Non-Gazetted, Non-Ministerial) in Level-03 (Rs. 21,700-69,100) of the pay matrix in the O/o UPSC on deputation basis -reg.

It is proposed to fill up two (02) posts of Halwai-cum-cook (Canteen) (General Central Service, Group-'C', Non-Gazetted, Non-Ministerial) in Level-03 (Rs. 21,700-69,100) of the pay matrix in the O/o UPSC on deputation basis.

2. Eligibility Conditions: Deputation: - Officers of the Central Government

- a) (i) Holding analogous posts on regular basis in the parent cadre or department; or
(ii) Assistant Halwai-cum-Cook in departmental canteens with three years regular service in the level 2 in the pay matrix (Rs. 19900-63200), and
- b) Possessing the following qualifications and experience :-
 - (i) 10th Class pass from a recognised Board with a certificate or diploma in catering.
 - (ii) two years in a Government Department or Government Undertaking.

Note 1: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years.

Note 2: The departmental officials in the feeder categories who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note 3: The maximum age-limit for appointment by deputation shall be not exceeding fifty-six years as on the closing date of receipt of applications.

3. List of duties & responsibilities attached to the post of Halwai-cum-cook (Canteen):-

- i) To prepare snacks like bonds, butter-toast, dosa, idly, vada, paneer pakoda, samosa, math, vegetable cutlet, vegetable sandwich/pakoda etc.
- ii) To prepare lunch/meals i.e, chapatti, curd, dal, puri, raita, rice, sabzi, sambar, soup, vegetable salad and sweet dishes i.e, burfi, besan burfi, coconut burfi, laddoo, pinnee, gulab-jamun, gajar-halwa, patisa and rasgulla etc.
- iii) Any other additional duty allotted by the in-charge of the Canteen.

4. Regulation of pay and other terms of deputation: The pay of the selected candidate will be regulated under the provisions contained in the DoP&T O.M. No. 6/8/2009-Estt.(Pay-II) dated 17/06/2010 as amended from time to time.



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