



SAHITYA AKADEMI



An autonomous organization under Ministry of Culture, Government of India and is fully funded by it, invites applications for the post of Stenographer Gr-II as under :

No. of post : One (Unreserved)

Location : Regional Office, Bengaluru

Pay Scale : Pay Scale: Level-4/25500-81100 (7CPC)
(pre-revised PB I/5200-20200/GP-2400) (6CPC)

Educational & other qualifications :

Essential :

1. 10+2 from Recognized Board.
2. 80 w.p.m. speed in shorthand and good speed in typing in English/Hindi.
3. Good knowledge in computer application.

Age Limit : 30 Years (Relaxation as per Government of India rules).

Those working in Central/State Government/Autonomous Organisations/Renowned Educational Institutions may apply through proper channel.

The Incumbent selected is liable to be transferred to any of the offices of the Sahitya Akademi located in India.

The candidates registered under National Career Services (NCS) portal and fulfilling the eligibility conditions may visit Akademi website and follow the application procedure as stated.

Applications received through email and without self attested copies will not be accepted.

The application in the prescribed format as given on the website alongwith self attested copies of certificates of qualifications/ experience etc. addressed to Secretary, Sahitya Akademi, Rabindra Bhavan, 35, Ferozeshah Road, New Delhi-110001 duly superscribed on the envelope "Application for the post of Stenographer Gr-II (Unreserved) at Regional Office, Bengaluru" should reach within 30 days time from the date of publication of this advertisement.

Website : <http://www.sahitya-akademi.gov.in>

Advt no. SA/50/08/2018

Date of Advertisement : 12 May 2018

Last Date : 11 June 2018