

No. 02/04/2024-NJB/A&E

Date : 04.09. 2024

To

1. The Chief Secretary, all State Governments / UTs
2. The Secretary, Ministry of Textiles, New Delhi
3. The Secretary, all Departments / Ministries, Govt. of India
4. Head of all Statutory / Autonomous Bodies under Central Govt.
5. The Managing Director, Public Undertakings
6. Head of IIMs/IITs/Universities/IISC

Sub : Filling up of the post of Joint Director (Admin & Establishment), Dy. Director (MP&SI), Dy. Director (T&T) & Private Secretary on deputation in National Jute Board, Kolkata – reg.

Sir/Madam,

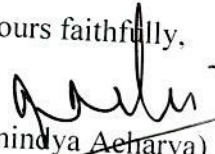
National Jute Board (a Statutory Body under Ministry of Textiles, Government of India) having its Head Office in Kolkata intends to appoint some suitable officers on deputation basis to the following posts :-

1. Joint Director (Admin. & Establishment) – Pay Matrix Level-12, Rs.78,800/- Rs.2,09,200/-.
2. Dy. Director (MP&SI) – Pay Matrix Level-11, Rs.67,700/- - Rs.2,08,700/-
3. Dy. Director (T&T) – Pay Matrix Level-11, Rs.67,700/- - Rs.2,08,700/-
4. Private Secretary – Pay Matrix Level-7 Rs.44,900/- - Rs.1,42,000/-

02. A copy of NJB's Vacancy Circular No. 02/04/2024-NJB/A&E dated 04.09.2024 along with other details are enclosed hereto.

03. It is requested that the vacancy may be circulated amongst willing & eligible officers and applications in the prescribed format (Annexure-1) may kindly be forwarded along with the certificate from Employer / Controlling Authority (Annexure-2), details of deputation (Annexure-3) and details of qualification (Annexure-4) so as to reach this office within 60 days.

Yours faithfully,


(Anindya Acharya)
Joint Director (A&E)

Encl : As above.