

राष्ट्रपति सचिवालय  
राष्ट्रपति भवन  
PRESIDENT'S SECRETARIAT  
RASHTRAPATI BHAVAN

संख्या  
No. A-35011/7/16-Adm

नई दिल्ली - 110004  
New Delhi - 110004, the 30 January, 2017

**CIRCULAR**

**Subject: Filling up vacancies of Multi Tasking Staff in President's Secretariat, Rashtrapati Bhavan, New Delhi.**

Online applications are invited from the eligible Indian citizens for filling up the following vacancies by direct recruitment in President's Secretariat, Rashtrapati Bhavan, New Delhi: -

1. Name of the post : Multi Tasking Staff
2. Pay Scale : Level 1 of Pay Matrix (Minimum basic pay - Rs.18000/-)
3. No. of vacancies : 15\* (UR-8, OBC-6, ST-1)  
[Ex-Serviceman-3,  
PwD -1 (OA, OL, HH, B or LV)]  
\* No. of vacancies are likely to increase or decrease.
4. Educational qualification required : 10+2 or equivalent from a recognised Board
5. Age limit : Between 18 and 27 years  
[Upper age limit relaxable for SC/ST/OBC/Ex-Servicemen/Persons with Disability etc. as per GoI norms, viz.-  
**SC** - 5 years; **ST** - 5 years; **OBC** - 3 years  
**Ex-Servicemen** - Service rendered in Army, Navy and Air Force plus 3 years (Maximum age: General-45 yrs, OBC-48 yrs, SC/ST-50 yrs.)  
**Persons with Disability** - 10 years (15 years for SC/ST, 13 years for OBC);  
**Departmental candidates** - upto 40 years in accordance with the instructions or orders issued by the Central Government.  
**Widows, divorced women and women judicially separated from their husbands and who are not remarried** - Up to the age of 35 years (upto 40 years for members of SCs/STs), etc.]
6. Duties of Multi-Tasking Staff: As per Appendix-I
7. Examination fee : Rs.650/- (Rs.550/- application fee + Rs.100/- Intimation Charge)

[All candidates belonging to Scheduled Caste (SC), Scheduled Tribe (ST), Persons with Disabilities (PwD), and Ex-Servicemen eligible for reservation, have to pay Rs.100/- only towards intimation charge.]

