

VACANCY CIRCULAR FOR VARIOUS POSTS IN REGIONAL OFFICE OF UNIQUE IDENTIFICATION AUTHORITY OF INDIA (UIDAI), RANCHI

Unique Identification Authority of India (UIDAI), Regional Office, Ranchi invites application for filling of various posts on deputation in its office located at Ranchi & Patna, from amongst suitable and eligible officers of Central Government/State Governments/UTs/PSUs/Autonomous bodies. The details of posts, number of vacancies, eligibility criteria and qualification for these posts are as follows :-

| Name of the post and pay scale with Grade Pay | Number of vacant posts | Eligibility Criteria | Desirable Qualifications/Experience |
|--|---|---|--|
| Deputy Director Pay matrix Level -11 (pre-revised Pay Band III, Rs. 15600-39100 plus Grade Pay of Rs. 6600/-) | 02 (likely to vary). One vacancy each is for Ranchi & Patna | Holding analogous post in the parent cadre in the same Pay Matrix Level-11/ pre-revised Pay Scale of Rs. 15600-39100+6600) or Having five years of working Experience in the Matrix Level-9/10, pre-revised Pay Band 2/3 of Rs.9300-34800/Rs. 15600-39100 with Grade Pay of Rs. 5400/- or Having six years of working Experience in the Matrix Level-8, pre-revised Pay Band 2 of Rs. 9300-34800 with Grade Pay of Rs. 4800/- | 5 year experience in Admin/ Estt/budgeting/ procurement / planning and policy formulation/ implementation of Government schemes and projects. Excellent Computer skills |
| Private Secretary Pay matrix Level -8 (pre-revised Pay Band II, Rs. 9300-34800 plus Grade Pay of Rs. 4800/-) | 04 (One vacancy is for Patna) | Holding analogous post in the parent cadre in the same Pay Matrix Level-8/ pre-revised Pay Scale of Rs. 9300-34800+4800 or Having five years of working Experience in the Pay Matrix Level – 6, pre-revised Pay Band 2 of Rs.9300-34800 with grade pay of 4200/- | Good stenography and typing skills Proficiency in handling computers |
| Stenographer Pay matrix Level -6 (pre-revised Pay Band II, Rs. 9300-34800 plus Grade Pay of Rs. 4200/-) | 01 (Ranchi/Patna) | Holding analogous post in the parent cadre in the same Pay Matrix Level – 6, pre-revised Pay Band 2 of Rs. 9300-34800+4200) or Having four years of working experience in the Pay Matrix Level – 4, pre-revised Pay Band 1 of Rs.5200 -20200 with Grade Pay of Rs. 2400/- | Good stenography and typing skills Proficiency in handling computers |

Eligibility: Officers of Central Government/State Governments/UTs/PSUs/Autonomous bodies.

