

National Investigation Agency, Ministry of Home Affairs

Government of India

Opposite CGO Complex, Lodhi Road, New Delhi

No. E-78/002/Dep-NA/NIA/2022/1104

Dated : 17 June 2022

NOTICE FOR FILLING UP THE POST OF DATA ENTRY OPERATOR (DEO) ON DEPUTATION BASIS IN THE NIA

Nominations are invited for the post of **Data Entry Operator (IT posts)** on deputation basis in National Investigation Agency (NIA). Details of posts, pay level and vacancies are as under:-

Sri No.	Post	Pay Scale	Vacancy and filling of method	Proposed place of Posting
i)	Data Entry Operator	Pay Matrix Level - 5 (Rs. 29,200 - 92,300) (pre-revised PB-1 (Rs. 5200-20200) with Grade Pay of Rs. 2800/-)	23 posts by deputation	All India based

2. The eligibility criteria (educational qualification, experience, etc.) are furnished in the enclosed **Annexure-I(A)** (available at NIA website www.nia.gov.in/recruitment-notice.htm). The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

3. It is requested that the above advertisement may kindly be circulated among all Departments/ Institutions/Offices under your charge and also hosted on their websites. The nominations of eligible officials alongwith following documents should reach in **hard copies to the SP (Adm), NIA HQ, Opposite CGO Complex, Lodhi Road, New Delhi-110003** through proper channel within 01 month from the date of publication of this item in 'Employment News'.

i) Bio-data in prescribed proforma (**Annexure-II**) (available in NIA website www.nia.gov.in/recruitment-notice.htm) duly filled and countersigned by the competent authority.

ii) Photocopies of APAR dossier from the year 2017-18 to 2021-22 duly attested (it may be ensured that the same are attested on each pages with rubber stamp by an officer not below the rank of Under Secretary to the Government of India.)

iii) Vigilance Clearance Certificate and Integrity Certificate issued by the respective department.

iv) The details of major/minor penalties imposed on the official during the last 10 years.

v) Supporting documents with regards to possessing 'O' or 'A' level certificate for Information Technology from an Institute recognized by the Government.

4. Applications received after the last date, or incomplete application, in any respect or those not accompanied by the documents/ information as per Para 3 above shall not be considered. The Cadre Authorities may ascertain that the particulars sent by the officials are correct as per the records.

5. **Since, the applications are invited purely on deputation basis, therefore the applications received for Absorption/Direct Recruitment/ Re-employment shall not be entertained.**

6. The eligibility criteria and application form as well as Recruitment Rules are also available on NIA website www.nia.gov.in/recruitment-rules.htm.

(S.B. Raimedhi, IPS)

Superintendent of Police (Adm)

NIA HQrs, New Delhi

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