

No.25/2/2011-CS-II(C)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training


3<sup>rd</sup> floor, Lok Nayak Bhawan,  
Khan Market, New Delhi – 110 003  
Date: the 13<sup>th</sup> February, 2013

**OFFICE MEMORANDUM**

Subject : Filling up of post of Personal Assistant in Staff Selection Commission (WR), Mumbai – regarding.

The undersigned is directed to say that a vacancy in the grade of Personal Assistant of CSSS in the Staff Selection Commission (WR), Mumbai is lying vacant.

2. All the Cadre Units are requested that the application of willing Personal Assistants of CSSS for being considered to the aforesaid post, may be forwarded along with the personal particulars in the enclosed proforma by **28<sup>th</sup> February, 2013.** Substitute in place of the selected officer will be provided in due course.

  
13/2/13

(Kameshwar Mishra)  
Under Secretary to the Govt. of India  
Telefax : 24623157

To

**The Under Secretary (Admn.) of all Cadre Units of CSSS.**

**BIO - DATA**

1. NAME :
2. DESIGNAION :
3. CSL No. :
4. DATE OF BIRTH :
5. PRESENT MINISTRY / DEPARTMENT :
6. PERSONAL CONTACT NUMBER :
7. EDUCATIONAL QUALIFICATIONS :
8. EXPERIENCE (INCLUDING DEPUTATION DETAILS):

S.NO	GRADE	MINISTRY / DEPARTMENT	FROM	TO	ATTACHED WITH

9. REASONS FOR SEEKING OUTSTATION POST :

Date \_\_\_\_\_

**( Signature of the applicant )**