

CENTRAL ADOPTION RESOURCE AUTHORITY

(Statutory body of Ministry of Women and Child Development, Government of India)

West Block-VIII, Wing-II, 2nd Floor, R.K. Puram, New Delhi-110066,

Tel: 91-011-26103378, 26106783 Fax: 91-011-26180198,

Website: www.cara.nic.in, E-mail: carahdesk.wcd@nic.in

WALK-IN-INTERVIEW

Walk-in-Interview on **30.09.2016** during **11.00 AM to 12.00 Noon**

Post: Stenographic Staff purely on contractual basis

Period: Initially for six months (may be extended)

No. of vacancies: Two (may increase depending upon requirement)


Eligibility: Persons retired from the post of Stenographer/ Personal Assistant (PA) /Private Secretary (PS) in Government Organisations. They must possess atleast 80 W.P.M. speed in English shorthand and Computer knowledge.

Remuneration: The selected contractual Stenographic Staff may be paid a consolidated monthly remuneration of Rs.30,000/- where no pension exists in their last organization. In case the individual is drawing pension, his remuneration plus pension shall not exceed the last pay drawn (Gross salary).

Age limit: Upto **62 years** as on 30-09-2016.

Candidates appearing for walk-in-Interview on 30.09.2016 must bring their latest resume (typed), original certificates of their qualifications/experience/**LPC-relieving certificate** from their last organization, failing which they will not be allowed for the Test /Interview.

No TA/DA will be admissible for attending the interview/Test.

Following Corrigendum is hereby authorised:	
For	Read As
Last date and time for submission of tender 20.09.2016 at 14.30 hrs.	Last date and time for submission of tender 08.11.2016 at 14.30 hrs.
All other terms and conditions of Tender Notice shall remain unchanged.	
No.: RS (POL) 38/0501/3/2015 Dated: 19.09.2016. 2925/2016	
Serving Customers with a Smile	
 CENTRAL ADOPTION RESOURCE AUTHORITY (Statutory Body of the Ministry of Women & Child Development, Government of India) West Block-8, 2nd Floor, R.K. Puram New Delhi-110066	
WALK-IN-INTERVIEW CARA, urgently requires Stenographic Staff , who might have retired from the post of Stenographer/PA/PS in a Government organization, but are below 62 years of age and possessing atleast 80 w.p.m. speed in English shorthand & Computer knowledge. The eligible candidates who fulfill the above requirements, may appear the Walk-in-Interview for the purpose on 30.09.2016 during 11.00 AM to 12.00 Noon at the address mentioned above, with their typed latest resume and original certificates. Details of remuneration, etc. are available at www.cara.nic.in davy 46102/11/0008/1617 Chief Executive Officer	
No. 12015/1/2016-Estt. III	