

GOVERNMENT OF THE NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF TRADE AND TAXES
HR BRANCH, 3rd LEVEL, VYAPAR BHAWAN, NEW DELHI-110002

F. No. F.IV/18/T&T/HR/RRs/2022/12349

Dated: 05/08/24

Subject: - Invitation of the comments of the on the draft Recruitment Rules for the post of Multi Tasking staff (MTS) in the Department of Trade & Taxes, GNCTD- reg.

The undersigned is directed to upload the draft Recruitment Rules for the post of Multi Tasking Staff (MTS), on the website of the Department for seeking comments of the stakeholders.

Therefore, all the stake holders are hereby requested to submit their comments (if any) on the draft RRs. The comments may be submitted to HR Branch, 3rd level, Department of Trade & Taxes, Vyapar Bhawan, New Delhi-02, within 30 days of the issue of this letter.

Further, it is also informed that the comments received after due date will not be entertained, under any circumstances.

Encls: As above

Mep
S-8m
Assistant Commissioner (HR)/HOO

Incharge, EDP Cell, with the request to upload on the website of the Department.

3252/IT
06/8/24
DPA (Vivara)
MR 052
06/08/2024

DRAFT OF RECRUITMENT RULES FOR THE POST OF MULTI TASKING STAFF (MTS) FOR PLACING ON WEBSITE AND SEEKING COMMENTS OF THE STAKEHOLDERS THEREON.

1.	Name of the post.	Multi Tasking Staff (MTS)
2.	Number of posts.	71*(2024) *Subject to variation dependent on work load.
3.	Classification.	General Central Service Group "C" Non-Gazetted, Non Ministerial
4.	Level in the pay matrix.	Pay Level-1 (Rs. 18000-56900/-) as per 7 th CPC
5.	Whether selection or non-selection.	Not Applicable
6.	Age limit for direct recruits.	18-25* years (Relaxable for departmental candidate upto 40 years in accordance with the instructions or orders issues by the Central Government) Note : The crucial date for determining the age limit shall be as advertised by Competent Authority. *In case of post being filled up by all-India Open Competition, the age limit would be between 18 years and 27 years.
7.	Educational and other qualification required for direct recruits.	Essential: i). Matriculation or equivalent pass from a recognized Board/ Institution
8.	Whether age and educational qualifications prescribed for direct recruitment will apply in the case of promotes.	Not Applicable
9.	Period of probation, if any	Two years for direct recruits
10.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	By direct recruitment
11.	In case of recruitment by promotion deputation/ absorption grades from which promotion/ deputation/ absorption to be made.	Not Applicable
12.	If a Departmental promotion Committee exists what is its composition.	Group-'C' DCC for considering confirmation 1.Principal Secretary/ Secretary (PWD) - Chairperson 2.Head of the Department, Concerned - Member 3. Deputy Secretary (UD) - Member Note :- Senior most member of the DCC shall act as Chairperson in case notified Chairperson happens to be junior to another member of the DCC.
13.	Circumstance in which Union Public Service Commission to be consulted in making recruitment.	Not Applicable