



RajCOMP Info Services Ltd.

(A Government of Rajasthan undertaking)

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website: www.risl.rajasthan.gov.in

CIN : U72200RJ2010SGC033185

Ref. No. F1.3(18)/RISL/Rules/2014/4191

Date 14-8-2017

Office Order

In pursuance to approval accorded by the Board of Directors of the Company vide item no. 28.08 in its 28th meeting held on 8th August, 2017 the Schedule for filling up the post of Clerk Grade-II at SL.No. 50 of the Schedules of Posts of RISL HR Manual, 2016 is ammended as given at annexure-III of agenda item No. 28.08 with immediate effect.

This bears approval of Chairman and Managing Director.

(Suresh Verma)

Director (Finance)

Copy to:

1. P.S. to CMD, RISL
2. P.A. to Director (Technical), RISL.
3. P.A. to Director (Finance), RISL.
4. P.A. to General Manager (Admin), RISL.
5. Manager (Finance)/Accounts Section, RISL.
- ✓ 6. Website Cell, RISL.
7. Guard file

CS and OIC(P&A)

S.No. 50 of Schedules of Posts of HR Manual (Revised) of Rajcomp Info Services Ltd.

S.No.	Name of Post	Pay Band, Running Pay Band and Grade Pay	Mode of Filling Up the Post	Qualification and Experience		
				By Direct Recruitment	By Deputation	By Promotion
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1	Clerk Grade - II	Pay Band: (1) Running Pay Band: Rs. 5200-20200 Grade Pay:(9) Rs. 2400/-	85% by Direct Recruitment 15% by Promotion	Senior Secondary or equivalent from a recognized Board of Education or its equivalent Examination, and 'O' or Higher Level Certificate Course conducted by DOEACC under control of the Department of Electronics, Government of India. Or Computer Operator & Programming Assistant (COPA)/Data preparation and Computer Software (DPCS) Certificate organized under National/State Council of Vocational Training Scheme. Or Diploma in Computer Science/Computer Applications from	Nil	(1) Senior Secondary or equivalent from a recognized Board of Education or its equivalent Examination (2) Five (5) years experience on the post of Jamadar/ Multi Tasking Staff "O" or Higher Level Certificate Course conducted by DOEACC under control of the Department of Electronics, Government of India, Or Computer Operator and Programming Assistant (COPA)/ Data Preparation and Computer Software (DPCS) Certificate organised under National/State Council of Vocational Training Scheme. Or Diploma in Computer Science/Computer

				<p>a University established by law in India or from an institution recognized by the Government.</p> <p>Or</p> <p>Diploma in Computer Science & Engineering from a polytechnic institution recognized by the Government.</p> <p>Or</p> <p>Certificate course in Information Technology (RSCIT) conducted under control of Rajasthan Knowledge Corporation Limited (RKCL).</p>	<p>Applications from a University established by law in India or from an institution recognised by the Government.</p> <p>Or</p> <p>Diploma in Computer Science & Engineering from a polytechnic institution recognised by the Government.</p> <p>Or</p> <p>Certificate Course in Information Technology (RSCIT) conducted by Vardhman Mahaveer Open University, Kota under control of Rajasthan Knowledge Corporation Limited.</p>
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