

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF TRAINING & TECHNICAL EDUCATION
MUNI MAYA RAM MARG, PITAMPURA, DELHI-110088.
[E-II/Branch Ph No.27321023]

F.21(2)/Trg. Admn./2012/1245-1246

Dated: 09-11-2022

To,

The Principal/Campus Director,
ITIs /Dy.A.A.O./IBBS/ D.S.E.U. (formerly Polytechnics),

Delhi/New Delhi.

All Branch In-charge,
DTTE, Muni Maya Ram Marg,
Pitam Pura, New Delhi.

Sub: Promotion to the post of Workshop Attendant in Pay Level-2 from the feeder post of MTS employees in Pay Level-1, working under Training Wing, DTTE-Reg.

Sir/Madam,

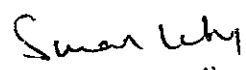
The Department is considering to fill up the vacant posts of Workshop Attendant under Training Wing, DTTE by promotion in the Pay Level-2, Group 'C' from the feeder post of MTS (erstwhile Group 'D', now Group 'C'), employees working in Pay Level-1 under Training/Technical Wing, DTTE.

It is requested to forward the particulars of eligible MTS (erstwhile Group 'D', now Group 'C') employees who have passed Matriculation from a recognized Board/ University and completed 03 years of regular service in the grade up to 31.10.2022, to the E-II Branch in the prescribed proforma enclosed herewith.

The requisite information duly signed by Principal/Vice Principal/HOO along with relevant documents should reach the undersigned within 07 days from the issue of this letter. It may kindly be ensured that no eligible official is left while sending the particulars. It may also be ensured that if any eligible official is not willing to be promoted, the consent for the same may be obtained in writing from the official concerned.

Encl. As above.

Yours faithfully

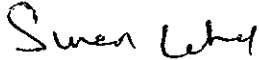

(Suman Lata Tyagi)
Section Officer (E-II)

F.21(2)/ Trg. Admn./2012/1245-1246

Dated: 09-11-2022

Copy for information & necessary action to:-

- 1) P.S. to Director (TTE), Delhi.
- 2) All Branches of TTE (HQ), Delhi.
- 3) Principals of all ITIs/Dy.A.A.O./IBBS.
- 4) Campus Directors of all D.S.E.U. Campus
- 5) Guard file.


(Suman Lata Tyagi)
Section Officer (E-II)

Proforma for consideration for promotion to the post of Workshop
Attendant in the Pay Level-2, Group 'C'

1. Name of the Institution :
2. Name of the Official :
3. Designation :
4. Date of Birth :
5. Date of Entry in Govt. Service :
 - a) Post :
 - b) Pay Scale :
6. Category (SC/ST/OBC/UR/PH) :

The service book and records of the official have been checked/ scrutinized and it is certified that:-

1. The work and conduct of the official is quite satisfactory.
2. No disciplinary proceeding/department enquiry/vigilance case is pending or contemplated against the above named official.
3. His/her integrity is certified beyond doubt.
4. The official whose particulars have been furnished above has passed Matriculation from a recognized Board/University and have completed 03 years of regular service in Level-1 up to 31.10.2022.

PRINCIPAL/VICE PRINCIPAL/HOO
DATE AND SEAL