

Draft Recruitment Rules for the post of Storekeeper

Annexure-I

Col.No.	Name / Detail of Column	Provision Proposed
1	Name of the Post	Storekeeper
2	No. of Post	13* (2023) * Subject to variation dependent on work load
3	Classification	General Central Service, Non-Ministerial, Non-Gazetted, Group 'C'
4	Level in the Pay Matrix	Level-4 in the pay matrix (Rs. 25500-81100/-).
5	Whether Selection post or Non- Selection post	Non-Selection
6	Age Limit (For direct recruitment)	Not Applicable
7	Educational & other qualifications required for Direct Recruits	Not applicable
8	Whether Age & Educational Qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable
9	Period of Probation	Not Applicable
10	Method of recruitment : whether by direct recruitment or by deputation /absorption/ grades and % of the vacancies to be filled by various methods	By Promotion, failing which by deputation.
11	In case of recruitment By promotion/deputation/ transfer grades from which promotion/deputation /transfer to be made	<p>Promotion: Assistant Storekeeper/ Store Attendant of Training Wing under the Department in Level-2 in the Pay Matrix with 8 years' of regular service in the grade.</p> <p>Deputation: A. holding analogous post on regular basis in the Parent Cadre / Department; And B. possessing educational qualifications and experience as under: Essential:- (a) (i) Three years Diploma in Mechanical Engineering/ Electrical Engineering/ Civil Engineering/ Electronics & Communication Engineering from recognized Board/ University/ Institution and (ii) One year experience in store keeping in Engineering Undertaking/ Engineering institution/ Engineering University/ Industry with knowledge of Maintenance of Store ledger and to handle the engineering tools, equipments and machineries.</p> <p align="center">Or</p> <p>(a) (i) 10th pass with Science and Maths under 10+2 system from recognized school/Board; (ii) National/State Trade Certificate (NTC/STC)/National Apprenticeship Certificate (NAC) in Engineering Trades of two years duration and (iii) Two years experience in store keeping in Engineering Undertaking/ Engineering institution/ Engineering University/ Industry with knowledge of Maintenance of Store ledger and to handle the engineering tools, equipments and machineries. (Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization / department of the Central Government shall ordinarily not to exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications).</p>
12	If DPC exists what is its composition	Group 'C' Departmental Promotion Committee (for considering Promotion): 1. Principal Secretary/ Secretary (Power) GNCT Delhi – Chairman 2. Head of the Department concerned- Member 3. Dy. Secretary (Finance) GNCT of Delhi- Member . Note: Senior most member of the Departmental Promotion Committee for considering promotion shall act as Chairperson in case the notified Chairperson of the Committee happens to be junior to another member of the Committee.
13	Circumstances in which Union Public Service Commission is to be consulted in making Recruitment	Consultation with UPSC is not necessary


 (M.K. Bokolia)

Section Officer (E-II)