

# Krishi Vigyan Kendra, Gram Nirman Mandal, Nawada

Sarvodaya Ashram, Sokhodeora, Nawada- 805106

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Advertisement No. - KVK/NWD/ADV/01/2020-21

## Advertisement

It is proposed to recruit a Stenographer at Krishi Vigyan Kendra, Gram Nirman Mandal, Nawada, as per the details depicted below:

Sr. No	Name of the post	No. of Vacancy	Essential Qualifications	Age limit (On last date of Application)
1	Stenographer Grade-III (PB-1, 5200-20200 + GP-2400)	01	<b>Essential:</b> 12 <sup>th</sup> Class passed or equivalent from a recognized Board or University. <b>Professional efficiency:</b> <ul style="list-style-type: none"><li>The candidates will be given one dictation test in English or in Hindi at 80 w.p.m. for 10 minutes.</li><li>The candidates who opt to take the test in English will be required to transcribe the matter in 50 minutes on computer and the candidates who opt to take the test in Hindi will be required to transcribe the matter in 65 minutes on computer.</li></ul>	Minimum 18 & Maximum 27 yrs. (Relaxable as per rules).

### Terms and conditions:

- Candidates will have to send their bio-data in attached application form only enclosed with one set of attested copy of the testimonials at the following Address: **General Secretary, Krishi Vigyan Kendra, Gram Nirman Mandal, Sarvodaya Ashram, Sokhodeora, Kawakol, Nawada- 805106, Bihar through speed post.**
- Application fee **Rs. 1000/-** (Rs One thousand) for General & OBC and **Rs. 500/-** (Rs Five hundred) for SC /ST Candidates will be charged in form of Demand Draft in favour of **KRISHI VIGYAN KENDRA, SOKHODEORA NAWADA**, Payable at Nawada.
- The eligible candidates may appear for **Written test/ Short-hand test/ Computer test/ Interview** .
- The candidates appearing for the interview will not entitled for TA/DA, in any case.
- This appointment will automatically stand terminated either with the termination of the Project or even before at the discretion of the Competent Authority.
- Candidates should also bring "**No objection certificate (NOC)**" from the Employer in case he/she is employed elsewhere.
- The Competent Authority, KVK, GNM, Nawada reserves the right to fill up or postpone or cancel the vacancies notified in the advertisement.
- The appointment of **Stenographer** would be on full time basis and he/she would not be permitted to take up any other service/ job during the period of engagement with the project.
- Notwithstanding of the duration of engagement, the Competent Authority of the Institution can terminate the service at any time without assigning any reason by issuing one months prior notice or one month emoluments thereof.
- The candidate after selection will have to stay in the KVK campus for the effective implementation of the KVK work.
- Age relaxation to SC/ST & OBC candidates as per norms of GOI.
- Last date of application is twenty five days from date of advertisement in Employment News.

General Secretary  
KVK, GNM, Nawada