

**DELHI JAL BOARD: GOVT. OF NCT OF DELHI
OFFICE OF THE ASSISTANT COMMISSIONER (G)-I
VARUNALAYA PHASE-II: KAROL BAGH: DELHI**

No: AC (G)-I/Fitter Mate/2021/22692

Dated: 25-5-2021

C I R C U L A R

Subject: - Inviting application form from the eligible employees of Distribution Side to filled up the vacant posts of Fitter Mate under promotion quota

Applications are hereby invited for filling the vacant posts of Fitter Mate in the pay scale of Rs. 5200-20200 + G.P. Rs. 1900/-(Pre- revised) under promotion quota from the employees of Distribution Side, DJB who fulfils eligibility conditions as under:-

- (1) Employee must be pertaining to E&M (Distribution Side) of DJB only. Employees of Civil Side of Distribution, Bulk Side of DJB and transferred from DDA need not to apply.
- (2) He must be regularly working for last 03 years in the Pay Band-1 5200-20200+ G.P. Rs. 1800/-.

All the eligible and willing employees may apply as per Performa printed overleaf. Applications must be duly verified/ certified by the DDO concerned along with the required documents i.e. (i) Two attested Photographs (ii) Attested copy of initial letter of appointment (iii) Attested copy of Caste /PH certificate. Applications must reach this office on or before by **31st August 2021**. Application received directly, incomplete, without necessary enclosure and received after due date will not be entertained in any circumstances.

All the DDOs concerned are requested to forward the application Performa of the employees after the due verification of their testimonials from their Service Book only.

All the Controlling officers are requested to bring this circular to the notice of all the concerned & also paste it on all the notice boards, so that no employee may complaint that he could not get the information.

Encl. - Application Performa.

bryl
25/5/21

(R. K. Biliyan)

ASSISTANT COMMISSIONER (G)-I

All CEs / SEs for wide circulation amongst the concerned staff.

Copy to:-

1. P.S. to Chairman/ Vice Chairman, DJB.
2. Dir. (A&P) for kind information
3. AC (LW)/PRO/EE (EDP).
4. Notice Board of Varunalaya Phase-I&II

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ASSISTANT COMMISSIONER (G)-I

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AE

Prog-I

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31/5/21

31-05-2021



Last date: 31 -08-2021

APPLICATION FOR THE POST OF FITTER MATE ON PROMOTION QUOTA.

Passport Size
Photograph
attested by
DDO

1. Employee Code : _____
2. Name (Capital Letters) : _____
3. Father's Name (Capital Letters) : _____
4. Present Designation : _____
5. DOB of employee : _____
6. Place of Posting : _____
7. Residential Address : _____

8. (i) Date of initial appointment : _____ (Copy of Apptt. Order to be attached)
(ii) Date of Promotion (if any) with pay scale: _____
9. Qualification:-
 - (i) Educational : _____
 - (ii) Technical : _____
10. Category UR/SC/ST/PH : _____

Encl.:-

1. Two attested Photograph.
2. Attested copy of initial appointment order.
3. Attested copy of Educational/ Technical Certificates
4. Attested copy of Caste/ PH Certificate.

I, hereby, certify that (i) No enquiry/ complaint are pending against me and no criminal proceedings are pending against me or (ii) Enquiry/criminal case is pending against me.

Signature of Applicant/ Date

CERTIFICATE GIVEN BY DDO:-

1. Certified that all the above particulars have been verified from Personal File & Service Book.
2. Certified that he belongs to (E&M) Distribution Side of Delhi Jal Board.
3. Copies of certificate enclosed with reference to S.No. 8, 9&10 have been attested.

4. **Work & Conduct report for the following period is as per the entry made in the S. Book for the last 5 years is as under:-**

1. Year 2016-2017 -----(Average/Good/V. Good/Outstanding)
2. Year 2017-2018 -----(Average/Good/V. Good/Outstanding)
3. Year 2018-2019 -----(Average/Good/V. Good/Outstanding)
4. Year 2019-2020----- (Average/Good/V. Good/Outstanding)
5. Year 2020-2021----- (Average/Good/V. Good/Outstanding)

SIGN. OF THE DDO WITH STAMP & DATE

Forwarded to A.C. (G)-I