

**Telecom Regulatory Authority of India**  
*Mahanagar Doorsanchar Bhawan, J.L. Nehru Marg, (Old Minto Road),  
Next Zakir Husain College, New Delhi - 110002*

No. 1-15/2007-A&P

Dated: 01<sup>st</sup> May, 2007

To

All Ministries/Departments/Government of India and PSUs.

**Sub:- Filling up the post of 'Private Secretary' in TRAI on deputation on foreign service terms**

The Telecom Regulatory Authority of India (TRAI), New Delhi, is a statutory body set up under an Act of Parliament named TRAI Act, 1997. The organization proposes to prepare a panel of 'Private Secretary' for appointment on deputation on foreign service terms, initially for a period of two years. The details of qualification and experience etc are as under:-

<i>S.No.</i>	<i>Name of the Post</i>	<i>Scale of Pay</i>	<i>Qualification/eligibility</i>
	Private Secretary	Rs.6500-10500/- plus allowances such as DA, HRA, CCA etc. as per Govt. Rules.	a) Officers of the Central/ State Govt./PSUs (i) holding equivalent post on regular basis or (ii) officers with 6 years of regular service in the grade of Personal Assistant in the scale of pay of Rs. 5500-175-9000/-or equivalent.  b) The officer must possess the working knowledge of computer.

2. TRAI is a statutory body and has been exempted from the rule of immediate absorption upto 23.01.2008 by Department of Pension & Pensioner's Welfare. . The matter for further extension has been taken up with the Government.

3. All the Ministries/ Departments/ PSUs are requested to forward applications in the enclosed proforma (also available in TRAI's website [www.trai.gov.in/vacancies.asp](http://www.trai.gov.in/vacancies.asp)) alongwith **attested copies of ACRs for the last five years** and **vigilance clearance** of eligible candidates whose services could be placed at the disposal of the Authority immediately.

4. Last date for receipt of the application complete in all respect is **31<sup>st</sup> May, 2007**

Yours faithfully,  
Sd/-

**(Sarvjeet Singh)**

Sr. Research Officer (A&P)

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