

PUNJAB STATE INFORMATION COMMISSION

Red Cross Bhawan, Sector 16, Chandigarh

Applications are invited from retired employees of Punjab Govt./Board/Corporations/undertakings for filling up of one post each of Deputy Registrar, Section Officer and Senior Assistant on yearly contract basis. The maximum age limit for above posts is 62 years. For detail regarding salary, qualifications, experience and other terms & conditions, please visit website of the Commission (www.infocommpunjab.com). Last date of receipt of applications is 23/2/2024. Corrigendum, if any, will be published on the website only.

Secretary
Punjab State Information Commission,
Punjab



ਪੰਜਾਬ ਰਾਜ ਸੂਚਨਾ ਕਮਿਸ਼ਨ

ਰੈਡ ਕਰਾਸ ਭਵਨ, ਸੈਕਟਰ 16, ਚੰਡੀਗੜ੍ਹ

ਪੰਜਾਬ ਰਾਜ ਸੂਚਨਾ ਕਮਿਸ਼ਨ ਵਿਖੇ ਉਪ ਰਜਿਸਟਰਾਰ, ਸੈਕਸ਼ਨ ਅਫਸਰ ਅਤੇ ਸੀਨੀਅਰ ਸਹਾਇਕ ਦੀ ਇਕ ਇਕ ਅਸਾਮੀ ਭਰਨ ਲਈ ਸਲਾਨਾ ਕੰਟੈਕਟ ਦੇ ਆਧਾਰ ਤੇ ਪੰਜਾਬ ਸਰਕਾਰ/ਬੋਰਡ/ਕਾਰਪੋਰੇਸ਼ਨ/ਅੰਡਰਟੇਕਿੰਗਸ ਤੋਂ ਸੇਵਾ ਮੁਕਤ ਯੋਗ ਉਮੀਦਵਾਰਾਂ ਤੋਂ ਅਰਜੀਆਂ ਮੰਗੀਆਂ ਜਾਂਦੀਆਂ ਹਨ। ਉਮੀਦਵਾਰ ਦੀ ਸੇਵਾਵਾਂ ਦੀ ਵੱਧ ਤੋਂ ਵੱਧ ਸੀਮਾ 62 ਸਾਲ ਦੀ ਉਮਰ ਤੱਕ ਹੋਵੇਗੀ। ਤਨਖਾਹ, ਯੋਗਤਾਵਾਂ, ਤਜਰਬੇ ਅਤੇ ਹੋਰ ਨਿਯਮਾਂ ਤੇ ਸ਼ਰਤਾਂ ਸਬੰਧੀ ਵੇਰਵੇ ਲਈ ਕਮਿਸ਼ਨ ਦੀ ਵੈੱਬਸਾਈਟ (www.infocommpunjab.com) ਦੇਖ ਸਕਦੇ ਹੋ। ਅਰਜੀਆਂ ਦੇਣ ਦੀ ਅੰਤਿਮ ਮਿਤੀ 23/2/2024 ਹੈ। ਕੋਰੀਜੰਡਮ ਕਮਿਸ਼ਨ ਦੀ ਵੈੱਬਸਾਈਟ ਤੇ ਪ੍ਰਕਾਸ਼ਿਤ ਕੀਤਾ ਜਾਵੇਗਾ।

ਸਕੱਤਰ

ਪੰਜਾਬ ਰਾਜ ਸੂਚਨਾ ਕਮਿਸ਼ਨ



TERMS & CONDITIONS

Applications are invited from the retired Government officials for the following on annual contractual posts in the State Right to Information Commission, Punjab, Red Cross Bhawan, Madhya Marg, Sector-16, Chandigarh likely to be extended on yearly basis keeping in view the work and conduct of the successful candidates

Sr. No.	Name of the post	No. of posts	Qualifications and requirements
1.	Deputy Registrar	1	1) Applicant should be at least graduate from any recognized University. Preference shall be given to the retired officers of Punjab Government not below the rank of Under Secretary who possess knowledge of official legal work. 2) Punjabi upto Matric level and should be well conversant of computer knowledge and typing. 3) Salary shall be paid as per instructions received from the Punjab Govt. from time to time.
1	Section Officer	1	1) Should be retired from the Punjab Government or the Central Govt. at least as Superintendent Grade-1/SAS or the Under Secretary and having legal knowledge . 2) Should be at least Graduate. Punjabi up to Matric level. He should be well conversant of Computer knowledge and proficient in Punjabi & English Typing. 3) The Section Officer will also work as Public Information Officer of the Commission. 4) Supervise the work of Accounts,



			<p>Care Taker and Senior Assistant.</p> <p>5) Salary shall be paid as per instructions received from the Punjab Govt. from time to time</p> <p>6) Preference will be given to retired SAS cadre officer.</p>
2	Senior Assistant	1	<p>1) Should be retired from the Punjab Government or the Central Govt. at least as Senior Assistant /Superintendent having Knowledge of Establishment work .</p> <p>2) Should be at least Graduate with Punjabi upto Matric level. He should be well conversant with the computer knowledge and typing and good knowledge of the Punjab Secretariat instructions being adopted in the Commission.</p> <p>3) Salary shall be paid as per instructions received from the Punjab Govt. from time to time.</p>

- Note:**
- 1) Mere eligibility of a candidate shall not entitle him/her for the consideration The Commission reserves the right to reject candidature of any applicant without assigning any reason.
 - 2) The candidates should bring the original certificates/ testimonials in support of qualifications and experience etc. at the time of interview.
 - 3) Incomplete application shall be rejected forthwith without any intimation to the candidate(s).

Secretary,
Punjab State Information Commission,
Chandigarh.

