

GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF LAW JUSTICE AND LEGISLATIVE AFFAIRS
8TH LEVEL, C-WING, I.P. ESTATE, DELHI SECRETARIAT, NEW DELHI

F. No .11(54)/Admn/LJ&LA/18/ 734

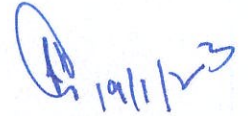
Dated: 19/1/2023

CIRCULAR

Sub: Proposed Recruitment Rules for the post of Multi Tasking Staff (MTS)
(Group 'C' Non-Gazetted Non Ministerial in Department of Law Justice and
Legislative Affairs GNCT Delhi

In pursuance of Office Memorandum No AB-14017/61/2008-Estt(RR) dated 13.10.2015 of the Government of India, Ministry of Personnel P.G & Pensions, Department of Personnel and Training, comments of stake holders on the proposed Recruitment Rules (RR,s) for the post of Multi Tasking Staff (MTS) are hereby invited. Comments thereon should reach the undersigned by 18.02.2023.

Proposed Recruitment Rules are attached.



(Ramesh Kumar)

Deputy Secretary (Admn)

F. No .11(54)/Admn/LJ&LA/18/ 734

Dated: 19/1/2023

-Dealing Assistant/Incharge, Department of Law Justice and Legislative Affairs GNCT of Delhi with the request to upload this Circular along with the proposed Draft Recruitment Rules for the post of Multi Tasking Staff (MTS) on the Website of this Department.

ANNEXURE-1 (FORMAT OF 13 COLUMN SCHEDULE)

DRAFT RECRUITMENT RULES FOR THE POST OF MULTI TASKING STASS (MTS)

Name of Post	Number of Posts	Classification	Pay Band and Grade Pay or Pay Scale	Whether Selection Post or Non Selection Post	Age limit for direct recruits	Educational and other qualifications required for direct recruits
1	2	3	4	5	6	7
Multi Tasking Staff	06*(2023) *Subject to variation dependent on workload	General Central Service Group 'C' Non-Gazetted, Non-Ministerial	Pay level-1 in the Pay Matrix Rs. 18000-56900	Not applicable	18-25 year* *In case of post being filled up by All-India Open Competition, the age limit would be between 18 years and 27 years. (The upper age-limit is relaxable for departmental candidate upto 40 years in accordance with the instructions or orders issued by the Central Government.) Note: The crucial date for determining the age limit shall be as advertised by DSSSB/Competent Authority.	Essential: Matriculation or equivalent pass from Recognised Board/University OR ITI Pass* *May be adopted as per special requirement of the post, if any.

Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotion	Period of Probation, if any	Method of recruitment whether by direct recruitment/promotion/ deputation/absorption and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion / deputation /absorption, grades from which promotion / deputation /absorption to be made	If Departmental Promotion Committee exists, what is its composition	Circumstances in which the Union Public Service Commission is to be consulted in making Recruitment
8	9	10	11	12	13
Not Applicable	Two years	100% by Direct Recruitment	Not applicable	Group 'C' Departmental Promotional Committee for considering confirmation: 1. Pr. Secretary/Secretary (Labour) – Chairman 2. Head of Department concerned – Member 3. Deputy Secretary (Services) – Member Note: Senior most member of the Departmental Promotion Committee for considering promotion/ confirmation shall act as Chairperson happens to be junior to another member of the Committee.	Not applicable