

## **ERNET India**

(An Autonomous Scientific Society under Ministry of Electronics & information Technology,  
Govt. of India), Block-1, A -Wing, 5<sup>th</sup> Floor, DMRC IT Park, Shastri Park, Delhi-110 053

No.EI-D-PA001/02/2025-PA

### **Detailed Advertisement**

ERNET India, an autonomous society under Ministry of Electronics & Information Technology, GoI, has been set up with the main objectives of developing, setting up and operating a nationwide state-of-art Computer Communication Infrastructure, to undertake and promote education, research & development, training and standardization in the area of computer networking and information technology and to develop options for consideration of the Government for development of information infrastructure and computer networking in the country.

2. ERNET India invites application from eligible candidate for filling up the following vacancies on Regular/Transfer (Absorption)/Deputation basis.

S. No	Name of post	No of post (Reservation Status)	Pay scale equivalent	Mode of recruitment
1	Technical Assistant* (Group B- Non Gazetted)	01 (UR)	Pay Matrix Level-6 (Rs.35,400-1,12,400)	Direct recruitment / transfer (absorption) failing which by deputation
2	Accountant (Group B- Non Gazetted)	01 (UR)	Pay Matrix Level-6 (Rs.35,400-1,12,400)	Direct recruitment /transfer (absorption) failing which by deputation
3	Personal Assistant (Group B- Non Gazetted)	01 (UR)	Pay Matrix Level-6 (Rs.35,400-1,12,400)	Direct recruitment /transfer (absorption) failing which by deputation

\*S.No.1- One post of Technical Assistant (UR) is a future anticipated vacancy.

The mode of recruitment, eligibility criteria for each post to be filled is as under:-

### **Sr.No.1: Technical Assistant**

- (a) No. of posts-01 (UR)
- (b) Pay scale- Pay Matrix Level- 6 (Rs. 35,400-1,12,400)
- (c) Mode of recruitment- Direct recruitment /transfer (absorption) failing which by deputation
- (d) Eligibility Criteria:

#### **For Direct Recruitment:**

##### **Educational Qualification & Age for Direct Recruitment:**

Diploma in Engineering/B.Sc. in the related field (\*) with minimum 60% marks from a recognized University / Institution or possessing DOEACC 'A' Level Certificate

Experience – 5 years in the relevant field (\*).

(\*) Computer Communication & networking, Data Communication, Internet & Web Technology, VSAT Communication.

Age: 30 years (Relaxation as per GoI Rules)

#### **For Transfer (absorption)/Deputation:**

In case of transfer (absorption)/Deputation, officers of the Central/State Governments /PSUs/Autonomous bodies:-

Holding analogous post on regular basis

OR

Working in the pay matrix level-4 (as per 7<sup>th</sup> CPC) and having 4 year experience in the grade and relevant field (\* Computer Communication & networking, Data Communication, Internet & Web Technology, VSAT Communication)

AND

Possessing the qualification prescribed for Direct Recruitment

### **Sr.No.2. Accountant**

- (a) No. of posts – 01 ( UR )
- (b) Pay Scale - Pay Matrix Level 6 (Rs. 35,400 – 1,12,400)
- (c) Mode of recruitment – Direct recruitment /transfer (absorption) failing which by deputation
- (d) Eligibility Criteria -

#### **For Direct Recruitment:**

##### **Education Qualification & Age for direct recruitment:**

Degree in Commerce from recognized University with 3 year experience in responsible position in the area of Commercial, Finance and Accounts and having working knowledge of computerized accounting packages.

Age: 27 years for direct recruitment (Relaxation as per Gol Rules)

#### **For transfer (absorption)/Deputation:**

Person working or analogous post in Govt./ PSUs/ Autonomous Bodies on regular basis.

OR

Person working in the Pay Matrix pay matrix level-4 (as per 7<sup>th</sup> CPC) and having 6 years regular service in the grade and equivalent field.

AND

Possessing the qualification prescribed for Direct Recruitment

Desirable: Experience in a responsible position in the area of Accounts, Finance, Budgeting, etc., in organization of repute.

### **Sr.No.3: Personal Assistant**

- (a) No. of posts – 01 ( UR )
- (b) Pay Scale - Pay Matrix Level 6 (Rs. 35,400 – 1,12,400)
- (c) Mode of recruitment – Direct recruitment /transfer (absorption) failing which by deputation
- (d) Eligibility Criteria –

#### **For Direct Recruitment:**

##### **Education Qualification & Age for direct recruitment:**

Graduate from a recognized University or equivalent with 3 year experience thereafter in responsible position in the relevant field with shorthand speed of 120/100 w.p.m. in English/Hindi and knowledge of computer operations.

Desirable: Working experience in a similar S&T Organization.

Age: 27 years for direct recruitment (Relaxation as per GoI Rules)

**For transfer (absorption)/Deputation:**

Persons working on analogous post in Govt. / PSUs/ Autonomous Bodies on regular basis.

OR

Persons working in the pay matrix level- 4 of 7<sup>th</sup> CPC and having 6 years regular service in the grade.

Essential Qualifications: Graduate with Shorthand Speed of 120/100 w.p.m. in English/Hindi.

3) ERNET India reserves the right to increase/decrease the number of vacancies, for any of the aforesaid post, as per the need. ERNET India reserves the right to cancel the process of recruitment at any stage for the above mentioned post(s) without assigning any reason.

4) **Selection:** Initial screening will be based on academic records & experience requirement as specified in the advertisement. Only 'screened in' candidate will be called for further selection process. No interim correspondence will be entertained.

5) The person selected will also be eligible for medical facilities, lunch coupons, re-imbursement of tuition fee, and newspaper expenses at the residence, etc. as per the applicable provisions of the Bye-Laws of ERNET India.

6) Interested candidates possessing the above qualifications and experience may apply in the prescribed format (Annexure-I). The applications must be supported by self-attested copies of certificates relating to educational and other qualifications, date of birth, experience, category(SC/ST/OBC/PWD) & one recent passport size photograph, indicating the name of the post applied for on the envelope. Application complete in all respects along with copies of required documents must reach to the Registrar & CPO, ERNET India, Block-I A-Wing, 5<sup>th</sup>Floor, DMRC IT Park, Shastri Park, Delhi-110053 within 30 days from date of publication of this advertisement in the Employment News. **Incomplete application in any respect is liable to be rejected and no correspondence in this regard will be made. Any application received after last date will not be accepted.**

7) For appointment on deputation basis (Foreign Service), the deputation would be governed by the terms and conditions contained in Department of Personnel and Training O.M.No. 2/29/91-Estt. (Pay II) dated 05.01.1994, as amended from time to time.

8) The candidate must ensure that he/she fulfils the requisite educational qualification, experience criteria and age as on the last date of submission of application.

9) (a) The candidates who are already working in Central Govt./State Govt./ PSUs/Autonomous Bodies must submit their application through proper channel. In case, the application has not been routed through proper channel, a no objection certificate (NOC) from present employer should be produced at the time of selection process, failing which the candidature of the candidate will not be entertained.

b) Applications received after due date, without ACR Dossiers & Vigilance clearance will not be entertained. The applicant once selected shall not be allowed to withdraw his/her candidature at a later date.

**Note:-**

i) Definition of Person with Disabilities:- Under Section 33 of the Rights of Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 & afterwards the RPwD Act, 2016, only such persons would be eligible for reservation who suffer from not less of 40% of relevant disability and are certified by Medical Board constituted by the Central/State Government.

ii) Candidate belonging to 'Non Creamy Layer' is eligible to apply under OBC Category. The OBC candidates who belong to 'Creamy Layer' are not entitled to apply under OBC category. Candidates may please note that the non-creamy layer certificate must have validity of six months from the last date of receipt of application; otherwise such applications will be liable to be rejected.

iii) Govt. Orders regarding age relaxations to various categories of candidates will be applicable.

iv) It is mentioned that "**one post out of three is reserved for PwBD horizontally**". The post earmarked for a Person with Benchmark Disability (PwBD) must first be filled by a suitable PwBD candidate. If no PwBD candidate is available or no suitable candidate is found within the PwBD category, the post can be filled by an eligible candidate from other categories as per the existing vertical reservation system.

v) Only short-listed candidates will be called for test/interview/further selection process. Mere fulfilling of requirements as laid down in the advertisement does not qualify a candidate to be called for test/interview/further selection process.

vi) For meeting the eligibility criteria the relevant experience will be counted from the date of passing the essential qualification required for the post to be filled up.

vii) No interim correspondence will be entertained. Application received through E-mail etc. will not be acceptable.

viii) Application after due date will not be acceptable.

ix) Any modification/corrigendum/amendments will be published on ERNET website only.

x) Jurisdiction: In case of any dispute, courts at Delhi shall have exclusive jurisdiction.

Sd/-  
Registrar & Director (P&A)  
ERNET India

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**Application to be filled on “Direct Recruitment/ Transfer (absorption)/Deputation basis” only  
[against ERNET India’s Advt. (No.EI-D-PA001/02/2025-PA) published in Employment News,  
edition (28<sup>th</sup> June-04<sup>th</sup> July, 2025)]**

**(I) “Application for the post of \_\_\_\_\_”**

**(II) “Whether applying on Direct Recruitment /Transfer absorption  
/Deputation): \_\_\_\_\_”**

Affix recent  
passport size  
photo

1. Name in full :
2. Father’s/Husband’s Name :
3. Permanent Address :
4. Present postal address :
5. Nationality :
6. Gender :
7. Date of Birth

DD	MM	YYYY

8. Marital Status (Please ✓ mark)

Married	Unmarried

9. Category (please ✓ mark)

GEN	SC	ST	OBC	PwBD	Ex-Servicemen

10. Academic/Professional qualification :

Name of Examination passed	Board/University	Name of College/University	Year of passing	% of marks/Div.obtained	Subject
SSC					
HS					
Graduation					
Post Graduation					
Professional Qualification					
Any other					

11. Employment History in chronological order and experience(including training if any)

Sl No	Name of the organization (Ministry/Department/ Government Organization /Autonomous Body/Private Organisation	Designation	Whether post is held on regular/ adhoc basis or on deputation basis or in private firm	Period		Pay Scale/ Salary	Nature of work in brief
				From	To		

12. Additional information, if any, which you would like to mention in support of your suitability for the post (Enclose separate sheet ,if necessary) :

13. Attach latest copy of Aadhar Card/PAN card for identification purpose.

14. Attach latest and updated Resume/CV alongwith the application.

15. DECLARATION:

I hereby declare that all the statements made in the above proforma are true and correct to the best of my knowledge and belief.

Place :

Date:

Name of the Applicant :

Signature:

E-mail :

Mob No:

**TO BE FILLED BY THE PRESENT EMPLOYER** (for candidates who are already working in Central Govt./State Govt./ PSUs/Autonomous Bodies)

Certified that:

- (i) The information given above by the official is correct
- (ii) No vigilance/disciplinary proceedings are pending or contemplated against the above mentioned official
- (iii) Attested copies of ACR Dossiers for last five years are enclosed (in case applied for transfer(absorption )basis)

Signature of the Competent Authority

Name

Organisation

Seal: