

VACANCY NOTIFICATION

Employer:	National Sugar Institute
Level of Post:	Group 'C' Non-Gazetted
Name of the Post:	Store Keeper Gr – II
Job Function:	Regarding job requirements, the duties to the Post are as under:- Preparation of annual indent for articles and ESF. Receipt of outside and local supplies. Opening of packing cases from outside stations, obtaining Approvals on them. Passing of bills. Weighment of firewood. Issue of Tools to the workers. Posting and issue slips. Arranging auction of unserviceable engineering goods. Any other work assigned by officers of Factory stores.
Additional Job Information:	-
Salary range per month:	Level-2 (As per 7 th CPC)
<u>Qualification</u> *	Essential: (i) 12 th class pass or equivalent from a recognized Board or University. (ii) One year experience in handling stores and keeping accounts in a store or a concern of the Central Government or State Government, or of any autonomous body, statutory organization, public sector undertaking, or University or in any private organization listed on a stock exchange of India.
<u>Experience:</u>	-
Place of Initial Posting	Kanpur U.P. with AISL
Age Range (in years).	As per Government Norms.
No of vacancies	01-UR
Additional Benefits offered:	-
Travel Requirement:	-
Last date to received names from RSB/ZSB	22 May 24
Note 1: All Ex-Servicemen (ESM) are requested to Download the Willingness Format uploaded on DGR Website and forward the same in excel format only duly Completed in All respects through their Zila Sainik Boards/ Rajya Sainik Boards (by mail only) (to dgrddemp@desw.gov.in) if they are meeting the QRs as given by the Principal Employer in the vacancy Notification. If any Details are found Incomplete/ Missing, the Candidature of that ESM will not be Accepted.	
Note 2: PDF Format/ Scanned Images/ Mobile Photos/ Word File etc. will not be accepted.	