

**Government of India, Ministry of Defence**

**Department of Defence Production (DGQA)**

**Advertisement No.**

Quality Assurance Establishment (EFS), Ministry of Defence (DGQA), DGQA Complex, 5 Commissariat Road, P.O. Hastings, Kolkata-700 022

1. Applications are invited for the Group 'C', Non-Gazetted posts mentioned below from the eligible candidates in the prescribed proforma by Registered / Speed Post. Applications sent by ordinary mail or any other form of mail will not be accepted.

SNo.	Name of the post	Scale of Pay	Distribution of vacancies					Remarks
			UR	SC	ST	OBC	TOTAL	
I	Multi Tasking Staff	Rs.5200-20200 GP 1800/- (PB-1) (pre-revised)	01	--	01	--	02	
II	Steno Gde-II	Rs.5200-20200 GP 2400/- (PB-1) (pre-revised)	--	--	--	01	01	Horizontal reservation for 01 Ex serviceman

\* subject to variation of vacancies

2. **Application Closing Date** : The closing date for receipt of Applications from candidates i.e. 21 days from the date of publication of advertisement in Employment News and the last date of receipt of application from the candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangti Sub-division of Chamba District of Himachal Pradesh, Andaman & Nicobar Islands and Lakshadweep will be 28 days from the date of publication of advertisement in Employment News.

3. For detailed instructions please refer to the website of the organisation [www.dgqadefence.gov.in](http://www.dgqadefence.gov.in)

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