

**Advertisement No.338/RC/SSB/Advt./ASI(Steno)/2023**

**Government of India  
Ministry of Home Affairs  
Office of the Director General  
Sashastra Seema Bal  
East Block-V, R.K. Puram, New Delhi-110066**

**VACANCY CIRCULER**

Online applications are invited from **citizens of India, Nepal and Bhutan (Male & Female)** for filling up post of **Assistant Sub-Inspector (Stenographer)** in Group- 'C' Non-Gazetted Ministerial (Combatized) in Sashastra Seema Bal, Ministry of Home Affairs, Government of India. The posts are temporary, but likely to be continued. Selected candidates are liable to serve anywhere in India or outside the territory of India and will be governed by SSB Act and Rules and other Rules amended from time to time.

2. **VACANCIES:** - The details of vacancies are as follows:-

| SL. No. | Name of Posts                          | UR | EWS | OBC | SC | ST | Total |
|---------|--|----|-----|-----|----|----|-------|
| 1.      | Assistant Sub-Inspector (Stenographer) | 14 | 01  | 17  | 06 | 02 | 40    |

**\*UR: Un-Reserved, EWS: Economically Weaker Section, SC: Schedule Caste, ST: Schedule Tribe, OBC: Other Backward Class.**

**\*\* 10 % vacancies are reserved for Ex-Servicemen.**

**Note:-**

- Vacancies reserved for Ex-Servicemen will be filled by non Ex-Servicemen candidates if eligible Ex-Servicemen candidates are not available.
- Director General SSB reserves the rights to increase/ decrease, fill or not to fill the vacancies or cancel the advertisement for the above-mentioned post, without assigning any reason.
- Applications received through any other mode except **ONLINE MODE** shall not be accepted and rejected straightway. No correspondence in this regard will be entertained by SSB at later stage. .

3. **PAY SCALE IN REVISED 7<sup>TH</sup> CPC AND OTHER ALLOWANCES:-**

(a) **REVISED PAY SCALE AS PER 7<sup>TH</sup> CPC PAY MATRIX:-**

| POSTS                                  | BASIC PAY IN REVISED PAY MATRIX        |
|--|--|
| Assistant Sub-Inspector (Stenographer) | Level-5 Rs.29,200 - 92,300/- per month |

- (b) **OTHER ALLOWANCES:-** The above post carry Dearness Allowance, Ration Money Allowance, House Rent Allowance and any other allowances as admissible in SSB from time to time as per Government orders. Selected candidates for the above mentioned post will be covered under Defined Contribution Pension Scheme (New Pension Scheme).

4. **ELIGIBILITY CONDITIONS**

| Name of Post                           | Age                     | Essential Educational   | Skill test norms on computer  |
|--|-------------------------|---|---|
| (A)                                    | (B)                     | (C)   | (D)   |
| Assistant Sub-Inspector (Stenographer) | Between 18 and 25 years | Intermediate or Senior Secondary School Certificate (10+2) examination from recognized Board or University or equivalent. | <b>Dictation:</b> 10 minutes @ 80 words per minute.<br><b>Transcription time:</b> 50 minutes in English or 65 minutes in Hindi on computer. |

**5. Last date for receipt of application:** - The crucial date to determine age & all eligibility criteria for above posts will be **the closing date for receipt of applications i.e. 30 (thirty) days from the date of publication of this advertisement in the Employment News.**

**6. EXAMINATION FEE AND MODE OF PAYMENT:-** UR, EWS and OBC category candidates will require to pay examination fee amounting to Rs.100/-(Rupees on hundred) only through net-banking/credit card/debit card which will be non-refundable. **However, SC, ST, Ex-Servicemen and female candidates are exempted from payment of examination fees.**

**7. HOW TO APPLY:** - **Only online applications will be entertained for the above said post.** Applications received through any other mode shall not be accepted and rejected straight way. Interested/eligible candidates may download the detailed advertisement for above said posts from SSB recruitment website [www.ssbrectt.gov.in](http://www.ssbrectt.gov.in). i.e **Advertisement No.338/RC/SSB/Advt./ASI(Steno)/2023** and may apply online through [www.ssbrectt.gov.in](http://www.ssbrectt.gov.in) after going through all provisions contained in the detailed advertisement to ensure that he/she is eligible for the post for which he/she is applying for.

Commandant (Rectt)

cbc-19114/11/0006/2324