

28/01/2026

Eligibility Criteria against the Advertisement vide no. 07/338/2026/NDL/FM

S. No.	Name of the Position	Essential Qualification **	CTC (per month) (in Rs.)
1.	Personal Assistant (P.A)/Stenographer	Graduate from a recognized University and having speed of not less than 100 w.p.m. in Shorthand (English) and 40 w.p.m. in typing (English) on computer with good working knowledge of MS Office specially MS Word and MS Excel. Age: should not be below 18 years of age and over 32 years as on 03-02-2026.	Rs. 44,900/-

**** The qualification of candidates must be from Govt. University or Govt. recognized University/ Institutions.**