



कर्मचारी भविष्य निधि संगठन  
Employees' Provident Fund Organization  
श्रम एवं रोजगार मंत्रालय, भारत सरकार/(Ministry of Labour & Employment, Govt. Of India)

क्षेत्रीय कार्यालय, फ़रीदाबाद/ Regional Office, Faridabad  
भविष्य निधि भवन, सैक्टर - 15ए/Bhavishya Nidhi Bhawan, Sector 15A,  
फ़रीदाबाद - 121007(हरियाणा)/Faridabad-121007 (HARYANA)  
ई-मेल/e-mail: [ro.faridabad@epfindia.gov.in](mailto:ro.faridabad@epfindia.gov.in)

फोन/Phone: 0129-2288068, 2288369(फ़ैक्स); ग्राहक सेवा न./Customer Care No.: 2221165

No. HR/ADM.I/A-6/621(1)/LA/VOL.II/240

Date: 11.09.2015.

MEMORANDUM

Sub: Filling up two posts of Legal Assistant by transfer on deputation basis in the pay scale of Rs. 9300-34800/- (Grade Pay Rs. 4200/-) (One in RO, Faridabad & One in SRO, Karnal) -regarding.

The undersigned is directed to say that it has been proposed to fill up one post of Legal Assistant in RO, Faridabad and one in SRO, Karnal in the pay scale of Rs. 9300-34800/- (Grade Pay Rs. 4200/-) on deputation basis by the applicants who fulfill the following requirements as per the Recruitment Rules for the post of Legal Assistant:

Sl. No.	Provisions as per the recruitment rule	Requirements.
1.	Mode of filling up	By transfer on deputation
2.	Method of filling up	Officers of the EPFO serving in the respective Regions/Offices, failing which officers of the Central Government.
3.	Essential Qualificaton	(a) Degree in Law of a recognized University or equivalent. (b) Should hold the post in the pay scale of Rs. 4500-125-7000/-or equivalent on regular basis or at least 5 years regular service in the pay scale of rs. 4000-100-6000/-
4.	Desirable	Should have 3 yrs experience in legal work in EPFO/Central Govt. Deptt.Or should be a qualified legal practioner who has practiced as such for a period of at least 2 yrs at the Bar.

The desirous officials fulfilling the above mentioned eligibility conditions may submit their application on or before 07.10.2015 to this office.

(Issues with the approval of Competent Authority)

  
(S.K. SHARMA)

FOR REGIONAL; P.F.COMMISSIONER-I

Distribution to:-

1. All Section Supervisors for circulation amongst the staff working under them.
2. P.S. to RPFC-I, RO Faridabad.
3. RPFC-I/OIC, RO Gurgaon., RPFC-II/OIC, SRO Karnal., SRO Rohtak.-with a request to forward the application of willing officials to this office latest by 30.09.2015.
4. RPFC (NDC), Head Office- for uploading on the website.
5. Hindi Cell for Hindi Version.
6. Guard File
7. Notice Board