

F. No. 3/8/2025 –Admn.
Government of India
Ministry of Parliamentary Affairs

87, Samvidhan Sadan
New Delhi-110001
Dated: 09.03.2026

CIRCULAR

Subject:- Extension of last date for receipt of application for Filling up various posts in Ministry of Parliamentary Affairs, Government of India, New Delhi on deputation basis-reg.

In continuation of this Ministry's vacancy circular dated 14.01.2026 and 21.11.2025(copies enclosed), inviting applications for filling up the posts of Principal Private Secretary(PPS) and Staff Car Driver, Grade-I on deputation basis, it is hereby informed that the last date for receipt of application is extended by a further period of 45 days from the earlier closing date. All other terms and conditions mentioned in the original circular will remain unchanged.

For further complete details and procedure please visit our website: <https://www.mpa.gov.in> and on e-HRMS 2.0 also.

Encl: As above


(Mukesh Kumar)
Deputy Secretary to the Govt. of India
Tele. : 011-23034899

To,

1. Sr. Technical Director, NIC for uploading on web-site of Ministry of Parliamentary Affairs
2. All Ministries/Departments for circulation.
3. The Under Secretary(CS-1), Department of Personnel & Training, Lok Nayak Bhawan, New Delhi- with the request to upload the same on website of DoPT for wider publicity.

CIRCULAR

Subject:- Filling up post of Principal Private Secretary and Staff Car Driver, Grade-I in Ministry of Parliamentary Affairs, Government of India on deputation basis-reg.

Applications from eligible officers are invited to fill up the following posts in the Ministry of Parliamentary Affairs on deputation basis —

| | | |
|---|-------------------------------|--|
| 1 | Name of Post | Principal Private Secretary |
| | Number of Posts | 1 |
| | Pay Level | Level 11 of the Pay Matrix |
| | Duration of Deputation | Initially for a period of three (03) years, which may be extended further depending on the exigencies of work |
| | Nature of Duties | Secretarial in nature |
| | Eligibility Criteria | Officers under the Central or State or Union Territory Government— (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with six years' service in the grade rendered after appointment thereto on a regular basis in level-8 (Rs.47600-151100) in the pay matrix or equivalent in the parent cadre or department; and (b) (i) possessing a speed of hundred words per minute in stenography (English/Hindi); and (ii) five years' experience of stenography (English/Hindi). NOTE 1:- The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationist shall not be eligible for consideration for appointment by promotion. NOTE 2:- Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or Department of the Central or State or Union Territory Government shall ordinarily not exceed three years. NOTE 3:- The maximum age-limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications. |
| 2 | Name of Post | Staff Car Driver, Grade-I |
| | Number of Posts | 01 |
| | Pay Level | Level 05 of the Pay Matrix |
| | Duration of Deputation | Initially for a period of Three (03) years, which may be extended further depending on the exigencies of work |
| | Nature of Duties | Driving |
| | Eligibility Criteria | Officers under the Central or State or Union Territories Government.— (a) (i) holding analogous post on regular basis in the parent cadre or Department; or (ii) with six years' service in the grade of Staff Car Driver (Grade-II) rendered after appointment thereto on a regular basis in level-4 (Rs.25500- 81100) in the pay matrix or equivalent in the parent cadre or Department; and (b) possessing the following qualifications, namely:— (i) valid driving license for motor cars; (ii) knowledge of motor mechanism (The candidate should be able to remove minor defects in vehicle); and (iii) Tenth standard pass or equivalent from a recognised Board or Institution. NOTE 1:- The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationist shall not be eligible for consideration for appointment by promotion. NOTE 2:- Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department shall ordinarily not exceed three years. NOTE 3:- The maximum age-limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications. |

For further complete details and procedure please visit our website: <https://www.mpa.gov.in> and on e-HRMS 2.0 also.


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