



कर्मचारी भवष्य नि ध संगठन,
EMPLOYEES' PROVIDENT FUND ORGANISATION,
श्रम एवं रोजगार मंत्रालय, भारत सरकार,
MINISTRY OF LABOUR & EMPLOYMENT, GOVT. OF INDIA
मुख्य कार्यालय / Head Office

भ वष्य नि ध भवन, 14-भीकाजी कामा प्लेस नई दिल्ली-110066
Bhavishya Nidhi Bhawan, 14, Bhikaiji Cama Place, New Delhi-110066
Website: www.epfindia.gov.in, www.epfindia.nic.in



No. A-34012/1/2022-Exam/75

Date: - 11.06.2024

To

All ACCs (HQ) (Zonal Offices)
Director, PDNASS
All ACCs (Zonal Offices) /ACCs(ZTIs)/ ACC(ASD), Head Office

Subject: Notice for Conducting the Limited Departmental Competitive Examination for promotion to the post of Lower Division Clerk /Junior Secretariat Assistant.

Reference: 1. Examination Scheme: - Letter No. Exam. A-34018/3/2022-EXAM-85 dated 19.01.2024 (EPFO website at Sl.No. 328 Year 2023-24)
2. Examination Calendar- Letter No. A-31011/12/2020-EXAM/66 dated 28.11.2022 (EPFO website at Sl. No. 266, Year 2023-24)

Sir,

The Limited Departmental Competitive Examination for the promotion to the post of Lower Division Clerk /Junior Secretariat Assistant will be conducted through National Testing Agency (NTA).

- The details of vacancies existing in the State /Zone/Head Office as on 31.12.2024 are given in **Annexure I** of this letter. The examination will be conducted only for the regions where the vacancies are available.
- The examination will be conducted as per the Examination scheme namely "Employees' Provident Fund Lower Division Clerk/Junior Secretariat Assistant Departmental Competitive Examination Scheme, 2023." The scheme of the examination was circulated vide letter dated 19.01.2024 as referred at Sl.No. 1 above.
- The examination shall be computer based with Multiple Choice Questions (MCQs). Details of papers, time duration, subject wise marks, are given as under: -

Paper	Subject	Duration (Minutes)	Total Marks	Type of Exam
I	English, Administration, Arithmetic & Numerical Ability and Reasoning	120	100	Computer Based with Multiple Choice Question (MCQs)

5. The eligibility for appearing in the examination for the promotion to the post of Lower Division Clerk / Junior Secretariat Assistant shall be determined with reference to the Recruitment Rules. The cut-off date to determine the eligibility of the candidate to appear in the examination shall be 1st January, 2024 as the vacancies upto 31.12.2024 (Anticipated) have been notified for the above examination.

6. The eligible candidates desirous of appearing in the Limited Departmental Competitive Examination for promotion to the post of Lower Division Clerk / Junior Secretariat Assistant shall fill their Application Form online. Link for filling of the Application Form will be provided at the Home page of EPFO Website. **The link will be live from 12.06.2024, 12.00 P.M. till 23.06.2024, 11.59 P.M.** The date of the examination shall be intimated separately.

7. ACC(HQ)/ACC (Zones) / Director (PDNASS)/ACC (ASD), Head Office on receipt of this notice are requested to take immediate action and circulate this notice of the examination to the eligible candidates under their jurisdiction including officials posted in the, Regional Offices, ZTIs, Sub-ZTI, District Offices, Holiday Homes / Guest Houses, Zonal Audit Parties, Vigilance Directorates, Office of ACC (Zones), etc.

8. Candidates shall fill their Application Form online within due date. **The PDF of duly filled Application Form shall be forwarded by the candidate by 25.06.2024 to the concerned ACC(HQ)/ ACC (Zones)/ACC (ASD) for verification. ACC(HQ)/ACC(Zone)/ACC(ASD) on receipt of the PDF of application form from the candidates are requested to scrutinize the eligibility of the applicant as per the Recruitment Rules and send the details of the eligible candidates in prescribed format in Annexure-II to Recruitment Division at email ID (rpfc.exam@epfindia.gov.in) by 28.06.2024.**

9. Copy of this letter may also please be displayed on the Notice Board.

Yours faithfully,



(Ajay K Mehra)

Addl. Central P.F. Commissioner (Recruitment/Exam)

Copy to: -

1. OSD to CPFC
2. All Additional C.P.F.C. (HQ), F.A & C.A.0 / C.V.O, Head Office
3. All Additional CPFC, Head Office
4. All RPFs-in-charge of Regional Offices/ R.P.F.C. -I (ASD), Head Office
5. R.P.F.C-I (HRM-III), Head Office
6. R.P.F.C (NDC) to upload on the Website.
7. AD (OL), Head Office for translation in Hindi
8. Secretary General AIEPFSF & Secretary General, AIEPF SC/ST Staff Federation.
9. Guard File.



(Jaivadan Ingle)

Regional P.F. Commissioner-I (Recruitment / Exam)

ANNEXURE - I**Vacancy Position in the cadre of Lower Division Clerk/Junior Secretariat Assistant under LDCE as on 31.12.2024 (Anticipated)**

S.No.	Name of the Region	Category			Total Vacancies	PwBDs			
		SC	ST	UR		A	B	C	D&E
1.	Head Office	1	0	8	9	1	0	0	0
2.	Andhra Pradesh	1	0	4	5	1	0	0	0
3.	Bihar	0	0	1	1	0	0	0	0
4.	Chhattisgarh	0	0	1	1	0	0	0	0
5.	Delhi	0	0	3	3	1	0	0	0
6.	Goa	0	0	1	1	0	0	0	0
7.	Gujarat	3	1	16	20	0	0	0	0
8.	Haryana	0	0	2	2	0	0	0	0
9.	Himachal Pradesh	0	0	1	1	0	0	0	0
10.	Jharkhand	0	0	2	2	0	0	0	0
11.	Karnataka	2	0	10	12	1	0	0	0
12.	Kerala & Lakshwdeep	1	0	7	8	1	0	0	0
13.	Madhya Pradesh	0	0	1	1	0	0	0	0
14.	Maharashtra	6	3	33	42	1	0	0	0
15.	*NER	0	0	0	0	0	0	0	0
16.	Odisha	0	0	1	1	0	0	0	0
17.	Punjab	0	1	6	7	0	0	0	0
18.	Rajasthan	0	0	4	4	0	0	0	0
19.	Tamil Nadu	4	2	19	25	1	0	0	0
20.	Telangana	0	0	5	5	1	0	0	0
21.	Uttarakhand	0	0	1	1	0	0	0	0
22.	Uttar Pradesh	0	1	2	3	0	0	0	0
23.	West Bengal	1	1	11	13	1	0	0	0
24.	Grand Total	19	9	139	167	9	0	0	0

***No Examination.**

