

**Maulana Azad National Academy for Skills (MANAS)**

**Notice - 04/2015-16**

1<sup>st</sup> Floor, Paryavaran Bhavan,  
CGO Complex, Lodhi Road,  
New Delhi - 110003.  
Date - 19<sup>th</sup> April, 2016

<b>Name of Post:</b>	<b>Manager (Administration)</b>
<b>Scale of Pay:</b>	<b>Rs. 10000 - 325 - 15200</b>
<b>Recruitment by deputation/ transfer grade from which deputation/ transfer to be made:</b>	<p>In case of recruitment by Deputation/ Transfer</p> <ol style="list-style-type: none"><li>1. Officers from Central or State Government, Universities/ Semi Government/ Autonomous Organizations professional and Research Institutions/ Bodies holding analogous post on regular basis or with 5 years regular service in the pay scale of Rs. 8000-275-13500 or equivalent or 8 years of regular service in the scale of Rs. 6500-10500 scale from Government / Semi - Government / Autonomous Bodies.</li><li>2. Having experience in Administration including HRD, Finance and Accounting.</li><li>3. Working knowledge of Hindi/ English.</li><li>4. Working knowledge of computer operation.</li></ol>

