



National Biodiversity Authority

राष्ट्रीय जैव विविधता प्राधिकरण

(Statutory Body of Ministry of Environment, Forest and Climate Change, Government of India)



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www.nbaindia.org

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तरमणि, चेन्नई-600 113, तमिल नाडु, भारत.

F.NO.NBA/2/1/ADMIN/2022-23 46452

29th March 2023

To

**The Secretary,
Ministry of Water Resources,
Government of India,
Shram Shakti Bhavan,
Rafi Marg,
New Delhi - 110 001**

Sir/ Madam,

Sub: Filling up of Private Secretary to Secretary in National Biodiversity Authority-
Deputation basis - Reg.,

National Biodiversity Authority is a Statutory Body under Ministry of Environment, Forest and Climate Change, Government of India having its office at Chennai, is in the process of filling of the following post on deputation basis.

Details of the Post	Basic Eligibility
<p>(1) PRIVATE SECRETARY TO THE SECRETARY (Vacancy likely to arise w.e.f.01.06.2023)</p> <p>One Post Group 'B'</p> <p>Non-Gazetted (Ministerial)</p> <p>Pay Matrix (Level-7) (Rs.44900-Rs.142400) as per CCS(RP) 2016 Rules, (Pre revised PB-2: Rs.9300-34800; GP: Rs.4600/-)</p>	<p>Officers of the Central or State Governments:</p> <p>a.(i) holding analogous post on regular basis; or (ii) holding post in the Pay Matrix Level-6 (Rs.35400-112400 as per CCS (RP) 2016 Rules (Pre revised Rs.9300-34800 with Grade Pay of Rs.4200) or equivalent in the parent cadre/ Department on regular basis for at least three years; or</p> <p>(iii) holding post in the Pay Matrix Level 4 (Rs. 25500 - 81100 as per CCS(RP) 2016 Rules (Pre revised Rs. 5200 - 20200 with Grade Pay of Rs. 2400) or equivalent in the parent cadre/ Department for at least thirteen years and</p> <p>(b) having experience in the relevant field as well as in the administration.</p>

Last Date of receipt of application is 30 days from the date of publication of notice in the Employment News dated 25th - 31st March 2023, **(i.e.) 23rd April 2023, 17.30 hrs.**

A detailed notification regarding the above post is enclosed for wide publicity and circulation. Any other details about NBA can be obtained from the website: www.nbaindia.org.

Yours faithfully,

(J. Narayanan)
Administrative Officer/NBA