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REGIONAL CENTRE, NOIDA

CONTRACTUAL STAFF REQUIREMENT THROUGH OUTSOURCING AGENCY: TWO VACANT POSITIONS

1. Stenographer
2. Computer Operator

Qualifications: Essential and Desirable for BOTH positions

Stenographer

*Graduate in any Discipline

*Knowledge of Shorthand, MS-Office, Typing Speed 80/40 wpm

Computer Operator

* Graduate in any Discipline

*Knowledge of both English and Hindi typing

* Knowledge of MS-Office, Typing Speed 40 wpm

Walk-in Interview on September 20, 2016

Timings: 10 a.m. to 4 p.m.

REGIONAL DIRECTOR, NOIDA