



DELHI DEVELOPMENT AUTHORITY
PERSONNEL BRANCH-III

Room No. 316, B-Block, 3rd Floor, Vikas Sadan, INA, New Delhi-110023

No.F1 (04)2016/PB-III/Asstt./ 1953

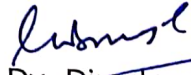
Dated: 08/08/19

CIRCULAR NO: -40

Sub: Limited Departmental Competitive Examination for the post of Assistant Section Officer (ASO).

In Continuation to this office Circular No. 36 dated 03.07.2019, all the eligible candidates as mentioned at Annexure-A are directed to attend the computer training programme for computer literacy at Computer Training Room, C-Block, 3rd Floor, Vikas Sadan, New Delhi-110023 on 19.08.2019, 21.08.2019, 22.08.2019, 27.08.2019 & 29.08.2019 (As per schedule given at Annexure-B).

Encl: Annexure-A
Annexure-B


Dy. Director (P)-III
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Copy to:

1. Dy. Director (system) w.r.t. letter dated 25.07.2019 to arrange the Computer Training accordingly and to upload the same on DDA Web Site.
2. Dy. Director (Trg.) to book the Computer Lab as requested by System Department vide letter dated 25.07.2019.
3. PS to Commissioner(P)/Director(P)-II.
4. All Eligible Candidates mentioned in Annexure-A.
5. All Branch officer of candidates mentioned in annexure-A to bring the circular to the notice of the eligible candidates working under them of each candidate.
6. Notice Board.


Asstt. Director (P)-III

F1(2)2009/CC/ 1044.

Dated: 25.07.2019

Please refer Letter No. F01(34)2019/Trg.DDA/198 dated 24.06.2019 wherein Systems Department was requested to arrange training for Applicants/SSAs for Limited Departmental Competitive Examination-2019 for the post of ASO. Available dates for the same were provided by Training Cell vide Letter No. F01(34)2019/Trg./DDA/240 dated 16.07.2019.

In regard to the same, following is the schedule for Training:

TIMINGS: 10.30 AM – 5:30 PM

Date	Topic	Faculty
19.08.2019	Fundamentals of Computers	J K Pandey, AD(S)
21.08.2019	MS-Word	Sher Ram, Prg
22.08.2019	MS-Powerpoint	M K Joshi, Prg
27.08.2019	MS-Excel	Deepak Jha, Prg
29.08.2019	DDA's Mobile Apps.	Abhilash Agrawal, AD(S) / Archana Arora, AD(S)

Training Cell is requested to book the Computer Lab on the above mentioned dates. Also, Personnel Branch III is requested to inform the dates and time of the same to all the concerned Applicants/SSAs.

(J K Pandey)

AD(Systems)

25.07.2019

Copy To:

- 1) Director(Systems)
- 2) Dy.Director(Systems)-II & III
- 3) Dy.Director(P)-III
- 4) Dy.Director(Training)
- 5) Faculty mentioned above

(56) List of SSA

S. No.	Name	Father/Husband Name	D.O.B	D.O.R	Date of initial Appointment in DDA & Post		Date of joining as SSA	Total service of SSA as on (01.01.2019)	Present Posting	Posted since	Edu. Q	Present Residential Address	Mobile	Cat.
1	Hakimuddin	Nanhey Khan	01-Jan-69	Dec-28	12-May-88	Peon	05-Mar-14	4 Year 9 Months	YSC	01-Mar-18	12th	B-14/91, Gali No. 11, Subhash Vihar, North Ghonda, Delhi-53	9958875680	OBC
2	Satbir Singh	Late Sh. Dei Chand	10-Jan-62	Jan-22	11-May-89		12-Jan-15	4 Years	DD Co-ord (H)	12-Jan-15	Matric	G6/43, Sec 15, Rohini, Delhi-85	9958032600	SC
3	Tara Soni	Ashok Kumar	04-Apr-65	Apr-25	12-Feb-88	Peon	05-Mar-14	4 Years 10 Months	Rohini Sports Complx	16-Mar-18	BA	Flat No-60, Pocket-12, sector-21, Rohini, Delhi-86	7838210951	Gen.
4	Anil Kumar Gupta	Tek Chand Gupta	01-Apr-65	Mar-25	27-May-88	S/G	09-Jan-15	4 Years	CC-2	06-Mar-18	High School	RZ-15/274 Gali No. 5A, Geetanjali Park, West Sagar Pur, ND-45	9716775869	Gen.
5	Lajpat	Bhagwat Singh	23-Sep-59	Sep-19	27-Apr-88	S/G	13-Jan-15	4 Years	Estt NG-4	07-Jan-15	High School	Vill & P.O, Kherla Teh Sohna Haryana Distt. Gurugram	7838057039	Gen.
6	Kamal Kishor Verma	Late Sh. S.L. Verma	27-Nov-69	Nov-29	18-Aug-89	Peon	05-Mar-14	4 Years 9 Months	NHS 2014-17 / LAB (Housing)	13-Jan-17	12th	E-68, Jhilmil Colony, Delhi-110095	9911119220	Gen.
7	Bhur Singh Negi	Late Sh. M.S. Negi	05-Apr-59	Apr-19	01-Jan-81	Khallasi	07-Jan-15	4 Years	CC-10	06-Apr-16	Intermediate	A-197, Nehru Vihar, Delhi-54	9582733927	Gen.
8	Bal Kishan	Late Sh. Nanak Chand Sharma	15-Jul-70	Jul-30	14-Aug-89	Peon	05-Mar-14	4 Years 9 Months	Damage Section	12-Apr-17	10th	521/20, Gali No. 4-A, Vijay Park, Maujpur, Delhi-53	9818445092	Gen.
9	Sushil Kumar	Sumer Singh	20-Jul-67	Jul-27	11-Dec-90	Peon	10-Mar-14	4 Years 9 Months	Telephone Section	30-Mar-17	12th	WZ-1474, Nangal Raya, N D-46	9266516366	Gen.