



**BUREAU OF INDIAN STANDARDS**  
(Department of Consumer Affairs  
Ministry of Consumer Affairs, Food & Public Distribution, Govt of India)  
Manak Bhawan, 9 Bahadur Shah Zafar Marg, New Delhi - 110002  
**INDICATIVE ADVERTISEMENT NO. 01/2024/ESTT**



Bureau of Indian Standards (BIS), the statutory body under the Ministry of Consumer Affairs, Food and Public Distribution (Department of Consumer Affairs), Govt. of India and responsible for activities in the field of Standardization, Product and System Certification, Hallmarking of Gold/Silver Jewellery, Laboratory Testing, etc. in the country, **INVITES** on-line applications from the ELIGIBLE individuals for filling up of vacancies by **DIRECT RECRUITMENT** in the following posts at BIS Headquarters, New Delhi and BIS Offices located in the country, as per the details given below:

**1. DETAILS OF VACANCIES**

Sl. No.	Name of the post	Pay Level of the post	Maximum age limit	Total vacancies	UR	EWS	SC	ST	OBC	Horizontal vacancies	
										PwD	EXSM
<b>ADMINISTRATION &amp; FINANCE POSTS</b>											
<b>GROUP A POSTS (TO BE FILLED UP BY DIRECT RECRUITMENT):</b>											
1	Assistant Director (Administration & Finance)-For (Finance)	Level-10 (56100-177500)	35 Years	01	-	01	-	-	-	-	-
2	Assistant Director (Marketing & Consumer Affairs)	Level-10 (56100-177500)	35 Years	01	-	-	-	-	01	-	-
3	Assistant Director (Hindi)	Level-10 (56100-177500)	35 Years	01	01	-	-	-	-	-	-
<b>GROUP B POSTS (TO BE FILLED UP BY DIRECT RECRUITMENT):</b>											
4	Personal Assistant	Level-6 (35400-112400)	30 Years	27	12	02	04	02	07	02 [01 VI, 01 OH]	-
5	Assistant Section Officer	Level-6 (35400-112400)	30 Years	43	15	05	06	03	14	01 (HI)	-
6	Assistant (Computer Aided Design)	Level-6 (35400-112400)	30 Years	01	01	-	-	-	-	-	-
<b>GROUP C POSTS (TO BE FILLED UP BY DIRECT RECRUITMENT):</b>											
7	Stenographer	Level-4 (25500-81100)	27 Years	19	10	02	01	02	04	01 [01VI]	01
8	Senior Secretariat Assistant	Level-4 (25500-81100)	27 Years	128	58	12	19	05	34	05 [02 HI, 02VI, 01 IDMI]	12
9	Junior Secretariat Assistant	Level-2(19900-63200)	27 Years	78	32	08	10	06	22	02[01 HI, 01 IDMI]	07
<b>LABORATORY TECHNICAL POSTS</b>											
<b>GROUP B POSTS (TO BE FILLED UP BY DIRECT RECRUITMENT):</b>											
10	Technical Assistant (Laboratory)	Level-6 (35400-112400)	30 Years	27	16	02	01	04	04	03 [01 VI, 01 HI, 01 IDMI]	-
Discipline wise vacancies											
Mechanical				13	07	01	01	02	02	-	-
Chemical				12	07	01	-	02	02	-	-
Microbiology				02	02	-	-	-	-	-	-
<b>GROUP C POSTS (TO BE FILLED UP BY DIRECT RECRUITMENT): Visit to "KarnatakaHelp.in"</b>											
11	Senior Technician	Level-4 (25500-81100)	27 Years	18	11	01	01	01	04	01[01 HI]	01
Discipline wise vacancies											
Carpenter				07	03	01	01	01	01	-	-
Welder				01	01	-	-	-	-	-	-
Plumber				02	01	-	-	-	01	-	-
Fitter				05	01	-	-	-	01	-	-
Electrician/Wiremen				03	02	-	-	-	01	-	-
12	Technician (Electrician/Wireman)	Level-2 (19900-63200)	27 Years	01	-	-	-	-	01	-	-

**How to apply:**

- Candidates are to apply through online mode only, as such no other mode of applications shall be accepted.
- Online Registration of Applications: From 09 September, 2024 (00:00hrs) to midnight of 30 September, 2024.
- For further details/information regarding qualification, experience, general instructions etc. kindly visit BIS website [www.bis.gov.in](http://www.bis.gov.in) under the heading 'career opportunity'.

*(Signature)*  
**Director (Establishment)**  
Bureau of Indian Standards

Dated: 07/09/24

CBC 08103/12/0012/2425