



National Productivity Council
(Under DPIIT, Ministry of Commerce & Industry, GOI)
5,6 Institutional Area, Lodhi Road,
New Delhi – 110003

No. SS/Contract/2020-21

Dt. : 10th February 2020

Engagement of Office Associate/Assistant on contractual basis

National Productivity Council is an autonomous body under DPIIT, Ministry of Commerce & Industry, GOI and promote productivity consciousness in the country for socio economic development through productivity promotion and dissemination through Consultancy, Research and Training activities across the sectors of economy.

NPC invites applications for Engagement of Office Associate/Assistant on contractual basis.

Job Description- data entry, filling note preparation and other office related activities.

Eligibility – Minimum 12th Pass and above with related work experience.

Engagement – engagement of Office Associate/Assistant will be purely on contract basis and duration of engagement will depend on the requirement. Remuneration will be decided at the time of engagement based on qualification and experience.

Location of work: HQ New Delhi

Application can be submitted online by CV on send e-mail to renu.malik@npcindia.gov.in & ed-admin@npcindia.gov.in and last date of submission of Application is 12th February 2020. No application will be entertained after last date of submission.