



अंतरिक्षविभाग , भारतसरकार  
Department of Space, Government of India  
भारतीयअंतरिक्षअनुसंधानसंगठन) इसरो(  
**INDIAN SPACE RESEARCH ORGANISATION [ISRO]**  
इसरोकेंद्रीकृतभर्तीबोर्ड ( आई . सी . आर . बी . )  
**ISRO CENTRALISED RECRUITMENT BOARD [ICRB]**

सहायक, कनिष्ठ वैयक्तिक सहायक, अवर श्रणी लिपिक एवं आशुलिपिकोंकी भर्ती  
**RECRUITMENT OF ASSISTANTS, JUNIOR PERSONAL ASSISTANTS, UPPER  
DIVISION CLERK AND STENOGRAPHERS**

1. **Post No. 2 – Junior Personal Assistants:**

Vacancies in Bengaluru, Hyderabad and New Delhi zone:

**Existing:**

<b>POST NO.2 - JUNIOR PERSONAL ASSISTANTS</b>											
ZONE	UR	OBC	SC	ST	EWS	Total	PWBD				Ex-Ser
							OH	VH	HH	ASD	
Bengaluru	29	12	10	04	05	60	03	--	--	--	07
	01 OH Vacancy is backlog vacancy										
Hyderabad	07	04	03	--	02	16	--	--	--	--	02
	02 OBC and 01 SC are backlog vacancies. Out of the above 07 UR vacancies, 01 vacancy is identified for filling up at RRSC-E, Kolkata.										
New Delhi	02	--	--	--	--	02	--	--	--	--	--
	01 post is identified to be filling up at IIRS, Dehradun										

**May be read as:**

<b>POST NO.2 - JUNIOR PERSONAL ASSISTANTS</b>											
ZONE	UR	OBC	SC	ST	EWS	Total	PWBD				Ex-Ser
							OH	VH	.HH	ASD	
Bengaluru	29	12	11	04	05	61	03	--	--	--	07
	01 OH Vacancy is backlog vacancy										
Hyderabad	08	04	02	--	02	16	--	--	--	--	02
	02 OBC and 01 SC are backlog vacancies. Out of the above 08 UR vacancies, 01 vacancy is identified for filling up at RRSC-E, Kolkata.										
New Delhi	01	--	--	--	--	01	--	--	--	--	--
	Post is identified to be filled up at IIRS, Dehradun										

## **2. Educational qualification and experience**

The Educational qualification and experience for the post of Junior Personal Assistant/ Stenographer (Post No.2, 4 & 6) :

### **Existing:**

Graduation with minimum of 60% marks or CGPA of 6.32 on a 10 scale as declared by any recognized University, with a pre-requisite condition that Graduation should have been completed within the stipulated duration of the course as prescribed by the University.

OR

Diploma in Commercial/Secretarial Practice with minimum of 60% marks or CGPA of 6.32 on a 10 point scale as declared by any recognized Board/University, with a pre-requisite condition that Diploma should have been completed within the stipulated duration of the course as prescribed by the University;

One-year experience as Steno-Typist/Stenographer

AND

A minimum speed of 60 w.p.m in English stenography

Proficiency in the use of Computers

**May be read as**

Graduation with minimum of 60% marks or CGPA of 6.32 on a 10 scale as declared by any recognized University, with a pre-requisite condition that Graduation should have been completed within the stipulated duration of the course as prescribed by the University.

OR

Diploma in Commercial/Secretarial Practice with minimum of 60% marks or CGPA of 6.32 on a 10 point scale as declared by any recognized Board/University, with a pre-requisite condition that Diploma should have been completed within the stipulated duration of the course as prescribed by the University WITH ONE YEAR EXPERIENCE AS STENO-TYPIST/STENOGRAPHER.

AND

A minimum speed of 60 w.p.m in English stenography  
Proficiency in the use of Computers

3. The abbreviation with regard to posts identified for PWD in the vacancy table:

**Existing**

ASD-Autism

**May be read as**

ASD –Autism, intellectual disability, specific learning disability and mental illness/multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness under The Rights of Persons with Disabilities Act, 2016.

4. **The last date for receipt of on-line applications for all the posts has been extended upto 16.01.2023. and for payment upto 18.01.2023.**