

**Embassy of India  
Defence Wing  
Welfare Branch  
Kathmandu, Nepal**

**VACANCY ANNOUNCEMENT**

(Announcement Date : 21 Apr 2023)

1. Welfare Branch, Defence Wing, Embassy of India, Kathmandu invites application for the posts of **Secretary & NA-cum-Peons** at various District Soldier Boards (DSBs) from all interested retd JCO and NCO/OR from Indian Army with '**Exemplary**' character and Medical Category-**SHAPE- I**. Details of the same are as under :-

(a) **Secretary**

- |       |                            |   |   |
|-------|----------------------------|---|---|
| (i)   | Locations                  | : | Bhojpur, Okhaldhunga, Diktel, Baglung & Taplejung |
| (ii)  | Required Number            | : | <b>05 (five)</b>                                  |
| (iii) | Salary                     | : | 31,500/- per month                                |
| (iv)  | Age Limit                  | : | Below 56 years                                    |
| (v)   | Tenure                     | : | 03 (Three) years                                  |
| (vi)  | Date & Time of Examination | : | <b>24 May 2023 (1030 hrs)</b>                     |

(b) **NA-cum-Peon.**

- |       |                            |   |                               |
|-------|----------------------------|---|-------------------------------|
| (i)   | Locations                  | : | Arghakhanchi & Bhojpur        |
| (ii)  | Required Number            | : | 02 (Two)                      |
| (iii) | Salary                     | : | 24,000/- per month            |
| (iv)  | Age Limit                  | : | Below 46 years                |
| (v)   | Tenure                     | : | 03 (Three) years              |
| (vi)  | Date & Time of Examination | : | <b>26 May 2023 (1030 hrs)</b> |

Application may be sent to Welfare Branch, Defence Wing, Embassy of India directly on Email address : [welfare.kathmandu@mea.gov.in](mailto:welfare.kathmandu@mea.gov.in) or through nearest DSBs /PPOs.

Last date for Submission of Application	:	23 May 2023 1730 hrs
Selection Method	:	Written Test & Interview
Examination Venue	:	Welfare Branch (BGSN), Defence Wing Embassy of India, Kathmandu

3. **Required Documents.**

- (a) Copy of Nepali Citizenship Certificate.
- (b) Copy of Discharge Book Certificate.
- (c) Bio-data & personal application.

4. For further details, Individual may contact on Tele No 01-4418064/01-4413785 or report at nearest DSBs/PPOs within an office hrs.