



ईपीएफओ, मुख्य कार्यालय  
श्रम एवं रोजगार मंत्रालय, भारत सरकार

भविष्य निधि भवन, 14, भीकाजी कामा प्लेस, नई दिल्ली-110066

EPFO, Head Office

Ministry of Labour & Employment, Government of India

Bhavishya Nidhi Bhawan, 14, Bhikaji Cama Place, New Delhi-110066

www.epfindia.gov.in



### RECRUITMENT TO THE POSTS OF SOCIAL SECURITY ASSISTANT AND STENOGRAPHER IN EMPLOYEES' PROVIDENT FUND ORGANIZATION

Online applications are invited for filling up the posts of **Social Security Assistant** and **Stenographer** in the Employees' Provident Fund Organization (EPFO). A candidate may apply for more than one post but will have to apply and pay the examination fee separately for each post as provided in the detailed advertisement. The details of the essential qualification, number of vacancies, age limit and scale of pay are given below:-

#### Post- Social Security Assistant (SSA)

Minimum Essential Qualification	Total Vacancies	Age Limit	Scale of Pay
(i) Bachelor's Degree from a recognized University. (ii) A typing speed of 35 words per minute in English or 30 words per minute in Hindi on computer.	2674 (subject to change) A common examination is held for recruitment to vacancies in various regions as defined in Chapter 2 of the detailed advertisement. The Final Merit List shall be prepared such Region-wise.	Between 18-27 years as on closing date (Age relaxation as per rules).	Level-5 (Rs. 29,200-92,300) in the Pay Matrix

#### Post- Stenographer

Minimum Essential Qualification	Total Vacancies	Age Limit	Scale of Pay
1. 12th class pass from a recognized Board. 2. Skill Test norms. <b>Dictation:</b> Ten minutes at the rate of eighty words per minute. <b>Transcription:</b> Fifty minutes (English)/Sixty-five minutes (Hindi). (Only on computer)	185	Between 18-27 years as on closing date (Age relaxation as per rules).	Level-4 (Rs. 25,500-81,100) in the Pay Matrix

**Payment of Fee:-** For SC/ST /PwBD/Female Candidates/Ex-Servicemen --- Nil  
For all Other Categories --- 700/-

The vacancies may increase or decrease. Reservation in vacancies is as per Govt. of India Rules. The link for submission of Online Application form will remain active from 27.03.2023 to 26.04.2023. The complete details regarding Vacancies, Online Application, Selection process, General instructions etc are available online on website(s) [www.epfindia.gov.in](http://www.epfindia.gov.in) (Miscellaneous>>Recruitments) and <http://recruitment.nta.nic.in>.