

VACANCY NOTIFICATION

1.	Name of the Organization:	Directorate of Coordination Police Wireless.
2.	Name of the post:	Assistant Communication Officer
3.	Job Function:	<p>1. The ACO shall ensure promptness in dealing with all stages of Communication including IN/OUT/Through messages starting from acceptance of messages from originator, scrutiny/checking the authenticity and other essential parameters of message receive from originator, issue of observation slip/delay memo, registration, writing of Communication Log, transmission of messages as per priority, clearance, reception of messages over circuits/nets, scrutiny, writing communication log, registration, delivery, handling of through messages, handling of Cipher messages etc., in accordance with the laid down Radio Procedure.</p> <p>2. Also ensure timely clearance of OUT/Through messages over circuits/nets as per the Priority attached with message and ensure timely delivery of IN messages to the addresses.</p> <p>3. The ACO shall inspect the antenna system and record any work required to be done and bring to the notice of superior for further action.</p> <p>4. The ACO shall carry out all the minor repairs and maintenance of all the equipment's held at the Station.</p> <p>5. The ACO shall maintain technical stores at the Station.</p> <p>6. Work assigned by the Seniors.</p>
5.	Additional Job Information:	Nil
6.	No. of Vacancies (in figures):	UR-35, EWS-01, OBC-13, SC-06, ST-03, PH-02
7.	Level/ Post:	Level-6, Group 'B' Non-Gazetted
8.	Qualification required: Essential/ Desired	<p>Essential: Bachelor of Technology or Bachelor of Engineering or Bachelor of Science (Engineering) degree in Electronics or Electronics and Communication or Information Technology or Computer Science or Information and Communication Technology from a recognized University or Institute.</p> <p style="text-align: center;">OR</p> <p>Bachelor's Degree in science with Electronics or Electronics and Communication or Computer Science or Information Technology or Physics as one of the subjects from a recognized University or Institute with one year experience in Radio Communication or Computer Communication or Satellite Communication or Cyber Security of any Central Government or State Government or Union Territories or Public Sector Undertaking organization.</p>
9.	Work experience required (in years):	As mentioned above
10.	Age range (in years):	As per rule.
11.	Location of Job:	Either at Hqrs, New Delhi or at any of the Inter State Police Wireless Stations located in the each State/UTs capital throughout the country.
12.	Salary range per month (Approx CTC):	Level-6, Rs 35, 400-1, 12, 400/- (pre-revised Rs. 9300-34800 GP-4200).
Last date to received names from RSB/ZSB		09 May 2025.

Note 1: All Ex-Servicemen (ESM) are requested to Download the Willingness Format uploaded on DGR Website and forward the same in excel format only duly Completed in All respects through their Zila Sainik Boards/ Rajya Sainik Boards (by mail only) (to dgrddemp@desw.gov.in) if they are meeting the QRs as given by the Principal

Employer in the vacancy Notification. If any Details are found Incomplete/ Missing, the Candidature of that ESM will not be Accepted.

Note 2: PDF Format/ Scanned Images/ Mobile Photos/ Word File etc. will not be accepted.