

## Eligibility Criteria's for IT Professionals on Job Work Basis.

| Sr. No | Category            | Qualification  | Requirement for District Offices                              | Job Work Fee (Rs.) |
|--------|---------------------|--|---|--------------------|
| 1      | Data Entry Operator | <p>a) 10+2 (With 50% marks) or Graduation and 'O' Level or One year computer course.<br/>Or<br/>Three years Diploma in any stream/BCA/B.Sc ( Comp. Sc./IT).<br/>Or<br/>Matric (50% marks) with Two years Diploma in Office Management and Computer Applications.<br/>Or<br/>Post Matric one year ITI course in stenography/NCVT in stenography (with 60% marks).</p> <p>b) Data Punching speed of 8000 key depressions per hour or 133 key depressions per minute.</p> | Fatehabad,<br>Kurukshetra,<br>Palwal,<br>Panchkula &<br>Sirsa | 13,500/-           |