



# DELHI DEVELOPMENT AUTHORITY

(An Autonomous Body under Ministry of Housing and Urban Affairs)  
Head Office : Vikas Sadan, INA, New Delhi-110023



**SUB: DIRECT RECRUITMENT 2020- SCHEDULE OF DOCUMENTS VERIFICATION FOR THE POST OF JR. SECRETARIAT ASSISTANT**

## **IMPORTANT NOTICE**

DDA had conducted Computer Based Examination for the post of Jr. Secretariat Assistant *w.e.f.* 08.11.2020 to 10.11.2020, Computer Proficiency Test on 21.12.2020 and Typing Test on 16.02.2021. The list of candidates provisionally selected for document verification for placement in main/select list and wait/reserve list have already been uploaded on the DDA's website [www.dda.org.in](http://www.dda.org.in) .

The documents verification of candidates will be held on 01.03.2021 and 02.03.2021 at Tennis Arena building, Siri fort Sports Complex, New Delhi-110049 from 10:00AM to 05:00 PM. The schedule of document verification will be uploaded shortly.

Further, owing to exigencies of the work, it has been decided to offer appointment to the candidates who will become eligible to be placed in final main/select list in anticipation of the medical certificate of health from competent medical authority. However, their appointment to the post will be provisional. If at a later date, the candidate is declared medically unfit to join duty by the competent medical authority, his/her services will be terminated forthwith.

All the candidates whose name is appearing in provisional main/select list are requested to bring with them the documents as per specimen uploaded on the DDA's website on the date of documents verification or at the time of reporting for joining. They should be in readiness to report for duty *w.e.f.* 04.03.2021 if their name appears in final select list issued after document verification.

Please stay in touch with DDA's Official website i.e. [www.dda.org.in](http://www.dda.org.in) for latest update.

**Date: 23.02.2021**

**Commissioner(Pers.)**