

DELHI DEVELOPMENT AUTHORITY  
PERSONNEL BRANCH - III  
B-316, B-Block, 3<sup>rd</sup> Floor,  
INA Vikas Sadan, New Delhi - 110023



दिल्ली विकास प्राधिकरण  
कार्मिक शाखा - 3  
बी- 316, बी- ब्लॉक, तृतीय तल  
आई.एन.ए. विकास सदन, नई दिल्ली - 110023

F1(09)05/PB-III/Pt. /36

Date: 10 / 01 / 2025

CIRCULAR NO. 01 / 2025

**Sub: Limited Departmental Competitive Examination-2024 for the post of Welfare/Personnel Inspector.**

In continuation to Circular No. 37/2024 dated 19.09.2024, all applicants (as mentioned in Annexure - A) are directed to attend the training programme for the Computer Practical Exam for the LDCE-2024 as per the Training Schedule mentioned below: -

Batch-1- Timings for all days: 10:15 AM to 05:30PM		
Day/Date	Subject	Faculty
Day1 13.01.2025	Fundamentals of computers & Introduction to Microsoft Word	Sh. Tapesht Sukla, Programmer
Day2 14.01.2025	MS Word (With advanced concepts)	Sh. Kamal, Programmer
Day3 15.01.2025	MS Excel	Sh. Deepak K. Jha, Programmer
Day4 16.01.2025	MS Powerpoint	Sh. Madan, Programmer
Day5 17.01.2025	DDA Mobile App	Sh. Abhishek Agarwal, DD (Systems)

2. All eligible candidates are also directed to intimate the Training Department/ PB-III, regarding any discrepancy.
3. Training Schedule for Paper-I, will be issued separately.

**Encl.: Annexure-A.**

*Manish*  
10/01/2025  
(Manish Kumar Singh)  
Dy. Director (PB)-III

**Copy to:**

1. All Branch Officers of the Authority with the request to bring this circular to the notice of the employees working under them.
2. Dy. Director (Systems)/(PMIS) with a request to upload the same on DDA Website.
3. PS to Commissioner (Pers.)/Director (P)-II
4. Notice Boards.

*T. 10/1/25*  
Asstt. Director (PB)-III

**BATCH-1**

S. No.	UID	Name	Father/Husband Name (Sh.)	Designation	Present Posting Since	Mobile no.
1	212368	Reema	W/o Ravinder Kumar	SSA	P&C(P)	9810616570, 8178323115
2	506115	Kapil Sharma	Sh. Dharam Pal Singh	SSA	AO(Estt.)NG-II, 28.06.2022	9711928795
3	332033	Mani Shankar	Rajeshwar Singh	SSA	EE/DPD-I, 06.08.2024	9013554410, 9354903028
4	212365	Rakesh	Sukhbir Singh	SSA	FM, 24.01.2020	9711339831
5	1007200	Satish Kumar	Ratan Singh	SSA	EE/RMD-2, Madhuban Chowk, Rohini, 02.04.2024	7065722723, 8285787860
6	406245	Parveen Kumar	Pratap Singh	SSA	GH, 31.10.2022	9810767589
7	406254	Kapil Garg	Omprakash Gupta	SSA	LM, North Zone	9891223135
8	332056	Rishab	Om Pal Singh	SSA	NCC-I, Jhandewalan	9555296654
9	332047	Ashwini Sharma	Brahm Prakash	SSA	CR Cell	9711676500
10	407395	Kishori Lal	Nikka Ram	SSA	AO, CL, 22.09.2022	8285907668
11	508211	Vinod Kumar	Jaipal Singh	SSA	PM-UDAY, PC-103, 10.06.2024	9254258128
12	715005	Arun Sharma	Rakesh Sharma	SSA	SR. Arch. UP & DUHF, 23.09.2021	8860543520