

**राजीव गांधी राष्ट्रीय विमानन विश्वविद्यालय**  
**RAJIV GANDHI NATIONAL AVIATION UNIVERSITY**

**Office Order No. RGNAU/ESTT/2025/146, Dated November 20, 2025**

**Ref. : Offer of Appointment Letter No. RGNAU/5230/01/ADMIN/1431/2181,  
dated 07.11.2025**

The undersigned is to convey that Shri Ashish Yadav (Emp. ID : MoCA/NAU/1042) has joined the University on 17<sup>th</sup> November, 2025 (Forenoon) as Lower Division Clerk on direct recruitment basis under OBC (NCL) Category in the Pay Level-2 of Pay Matrix Rs.19,900-63,200/- as per 7<sup>th</sup> CPC. Shri Ashish Yadav will draw the Basic Pay to be fixed as per rules in Pay Level-2 and other allowances as admissible under the University Rules.

Shri Ashish Yadav will be on probation for a period of two (02) years from the date of his joining, i.e. 17<sup>th</sup> November, 2025.

  
कुलसचिव / Registrar  
20/11/25

To  
Shri Ashish Yadav [Emp. ID : MoCA/NAU/1042]  
Lower Division Clerk

Through : OSD (AAE&HR)

Copy for information and necessary action to :

1. All Heads/Coordinators of the Departments/Schools/Sections/Units
2. Finance Officer
3. Controller of Examinations
4. All Deputy Registrars
5. Deputy Registrar, Meeting Section  
– to report to the Executive Council at its next meeting
6. Officer on Special Duty (AAE & HR)
7. System Analyst – (i) to make necessary arrangement for his biometric attendance  
(ii) to upload on University website
8. Hindi Officer
9. Security Officer
10. PS to the Vice Chancellor
11. PS to the Registrar
12. Personal File / Service Book
13. Office Order File