

ADVERTISEMENT

Applications in prescribed form as prescribed in Part -IX of Assam Gazettee are invited from the intending eligible candidates who are citizen of India for filling up of the following vacant Grade-III posts in the Directorate of Municipal Administration, Assam, Guwahati-6 on direct recruitment basis.

Name of Post

1. Community Organiser

- a) No of Post ----- (one)
- b) Reservation ----- Reserved for married woman belonging to ST (P).
- c) Scale of Pay ----- Pay Band - 2, Rs. 5,200/- Rs. 20,200/- per month with Grade pay of Rs. 2100/- plus other allowances as admissible under Rules.
- d) Educational Qualification ----- The candidate should be minimum Higher Secondary or equivalent Examination passed and also should possess computer skills for handling data and text on computer.
- e) Nature of post ----- The post is purely field duty based. The selected candidate will have to work in the urban poor area/slum area and to motivate/mobilise the said population.
- f) Age ----- 18 to 43 years on the first January, 2010 (including relaxation) as per standing Govt. norms.

2. Computer

- a) No of post ----- 1 (one)
- b) Reservation ----- Reserved for S.C.
- c) Scale of pay ----- Pay Band - 2, Rs. 5,200/- Rs. 20, 200/- per month with Grade pay of Rs. 2100/- plus other allowances as admissible under Rules.
- d) Educational Qualification ----- The candidate should be minimum H.S.S.L.C. or pre-university Examination passed having Mathematics or Economics as one of the subjects and also should possess computer skills for handling data and text on Computer (i.e. M.S. Office, Word Excel, Power Point etc).
- e) Age --- 18 to 43 years on the 1st January, 2010 (including relaxation) as per standing Govt. norms.

Condition :-

1. Candidates already in service should apply through proper channel.
2. The candidates must have registered their names in the Employment Exchange and registration numbers with date must be mentioned in their application form.
3. The applications in prescribed format must be accompanied by the following -
 - i) Attested copies of all certificates regarding educational and other qualifications, age, caste etc.
 - ii) 3 (three) copies of self signed recent passport size photographs.
 - iii) Self addressed envelope affixing Postal stamp of Rs. 5/-.
4. For both the post, the candidates will have to appear for a written test of 100 marks. Successful candidates in the written test will be called for Computer Test for 15 marks and Viva-Voce for 15 marks.
5. Govt. servant joining the service of the State Govt. on or after 1st February, 2005 shall not be governed by the existing Assam Service (Pension) Rules, 1969 and orders issued thereunder from time to time. So far as their pension and other retirement benefits are concerned they will be governed by a new set of pension Rules, which are already formulated with the Contributory Pension Scheme announced by the Govt. of India vide letter No. 25014/14/2001 - AIS (11) dated. 08.09.2009
6. The incomplete applications and applications submitted after the schedule date will not be accepted.
7. No TA/DA will be admissible for attending the Written Test/interview.
8. **The Application form as stated above, should reach the Director of Municipal Administration, Assam, Dispur Capital Complex, Guwahati-6 within 4th September,2010 (up to 5 P.M.)**

N.B.- Canvassing directly or indirectly will disqualify a candidate.

Sd/
Director,
Municipal Administration,
Assam, Guwahati-6.