



**GOVT. OF ASSAM**  
**OFFICE OF THE DEPUTY COMMISSIONER::: NALBARI**  
**(PERSONNEL BRANCH)**  
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**ADVERTISEMENT**

No.NPE- 51/2017/ 45-46

Dated:- 08/03/2018

In pursuance of Govt. Approval accorded vide letter No. GAG(B)230/2014/39 dated 09/08/2017, applications are hereby invited from the intending candidate for filling up of the following sanctioned vacant posts of Junior Assistant under the amalgamated establishment of the Deputy Commissioner, Nalbari.

Application should be submitted in the Standard Form as published in Assam Gazette in Part-IX, together with a Treasury Challan of Rs.250/- (Rupees Two Hundred fifty) only, (in case of SC/ST candidates Rs.150/-) (Rupees one hundred fifty) only as application fee is to be deposited under the Head of Accounts "0070-Other Administrative Services-60-Other Service-800-other receipts" and reach the office of the undersigned on or before **23/03/2018 up to 5.00 P.M.**

Sl. No.	Name of post	No. of Post.	Educational & other Qualification	Scale of Pay
1	Junior Assistant	<b>Total-18(Eighteen)Nos.</b> <b>Category to be filled up as per Roster Points.</b> <b>S.C. -02(Two) Nos.</b> <b>ST(P) -02(Two) Nos.</b> <b>ST(H)-01(One) No.</b> <b>OBC- 07(Seven)Nos.</b> <b>U/R- 06(Six) Nos.</b>	1. The candidate must be graduate have in any discipline from a recognised University or any examination declared equivalent thereto. 2 (a) The candidate must have possessed a minimum 6(six) months Diploma in Computer Applications/Knowledge from an Institute recognized by the Govt. and (b) The candidate must have good working knowledge of office productivity software tools(Independent) of any operating system such as MS Windows, linux, Word Processor, Spreadsheet, Presentation graphics, Concept of Database, Internet, e-mail etc.	Rs.14,000/-to 49,000/- GP-6200/- (PB-2) per month plus other allowances as admissible as per rule.

1. Candidates must be an Indian citizen as defined in Articles 5 to 8 of the Constitution of India.
2. The Candidates must have registered their names in the employment exchange and the registration numbers along with the dates must be mentioned in their applications.
3. Candidates should be well versed in State Official Language.
4. Candidates already in service should apply through proper channel.
5. As per Govt. O.M. ABP-06/2016/04, dated-03/03/2016, candidates must not be less than 18 years or not more than 38 years of Age as on 01.01.2017. The upper age is relaxable by 5 (five) years in case of the candidates of SC/ST and Person with Disabilities.
6. Reservation of 30 % for Women and 2% for Ex-Serviceman will be kept as per existing provision out of the total posts.

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