

GOVT. OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER :: BAKSA :: MUSHALPUR
(Establishment Branch)

No. BPE-06/2018/15

Dated Mushalpur the 21st May, 2018

ADVERTISEMENT

In pursuance of the Govt. letter No.GAG(B)500/2017/31 Dated 17/04/2018, applications are invited from the intending candidates who are the citizen of India as defined in Article 5 to 8 of the Constitution of India for filling up of the following posts, which are lying vacant under the Amalgamated Establishment of the Deputy Commissioner, Baksa, Mushalpur.

| Sl. No | Name of the Post | Category and No. of Posts | Required Qualifications | Scale of Pay |
|--------|------------------|---|---|---|
| 1 | Junior Assistant | UR - 08 OBC/MOBC - 01 ST(P) - 01 SC - 01 Total - 11 | a) Must have completed Bachelor Degree from any recognized University/Board. b) Minimum 6 (six) months Diploma in Computer Applications from a Govt. recognized Institute. | Rs.14,000/— Rs. 49,000/-, GP: Rs 6,200/- |

1) **Application Fee:** There is no application fee as per Govt. Notification No. FEG.32/2016/12 Dtd. 21/05/2018.

2) **Age :** Candidates must not be less than 18 years of age and not more than 44 years on 01/01/2018 (as per O.M. No. ABP.6/2016/8 Dated 18/04/2018). Upper age is relaxable as per the existing Govt. norms.

3) **How to apply :** The Application should be submitted in the Standard Form as published in the Assam Gazette in Part-IX in a sealed envelope addressed to the Deputy Commissioner, Baksa, Mushalpur, Address: Office of the Deputy Commissioner, Baksa, Mushalpur, PO-Mushalpur, District-Baksa, Assam, PIN-781372.

Application should be sent either through post or to be delivered by hand in the Drop Box kept for the purpose in the Office of the Deputy Commissioner, Baksa, Mushalpur. Post applied for shall be superscribed on the sealed envelope.

The application will be received during office hours **on or before 22/06/2018 upto 5:00 PM**. No application will be received after expiry of last date and time.

N.B. The applicants who applied for the posts of Junior Assistant in the Amalgamated Establishment of Deputy Commissioner, Baksa in response to the Advertisement No. BPE-6/2018/4 Dtd. 07/03/2018, need not apply again.

4) Candidates already in service should apply through proper channel.

5) The Applicants must submit the following documents/testimonials along with application.

a) Self attested photocopies of all certificates/mark sheets in support of educational qualifications and other required qualifications, Age Proof Certificate, Caste Certificate if applicable, valid Employment Exchange Registration Certificate etc.

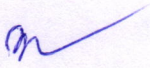
b) 3 (Three) copies of self attested recent coloured Passport size photographs. (One of which should be pasted on the Application Form)

c) A self addressed envelope affixing Postal Stamp of Rs.5.00 must be enclosed along with the Application Form.

6) **Procedure of Selection :** The Applicants for the posts of Junior Assistant whose applications are found to be in order will be called for a Written Test of 250 Marks comprising of the following subjects.

| Subjects | Total Marks |
|----------------------------------|-------------|
| 1. General English | } 250 |
| 2. General Studies | |
| 3. Numerical Ability & Reasoning | |

Further, there will be a Computer Proficiency (Practical) Test for 50 Marks who qualify in the Written Test.


Deputy Commissioner
Baksa