

## ADVERTISEMENT

No.AE.37/2018/ 16

Online applications are invited from the intending eligible candidates who are citizens of India and registered in any of the Employment Exchange within the State of Assam for filling up of 18 (Eighteen) Nos. of Grade – IV sanctioned vacant posts under the Directorate of Information & Public Relations, Assam as indicated below.

A candidate who possesses required qualification can apply for more than one post, but he/she has to indicate his/her preference.

### 1. Name and number of posts

Sl.No	Name of the post	Total nos. of post	Backlog position SC/ ST (H)/ ST (P)/ Reservation for woman	Essential qualification	Pay Band & Grade Pay
1	Peon-cum-Chowkider	10 nos.	UR – 8 OBC/MOBC – 2 Out of 10 post, 2 reserved for Woman	<u>Educational qualification:</u> Class VIII passed.	P.B.12000– 37500 G.P. 3900/-
2	Peon	4 nos	UR – 2 OBC/MOBC – 2 Out of 4 post, 1 reserved for Woman	<u>Educational qualification:</u> Class VIII passed.	P.B.12000– 37500 G.P. 3900/-
3	Jugali	4 nos	UR – 1 OBC/MOBC – 3	<u>Educational qualification:</u> Class VIII passed.	P.B.12000– 37500 G.P. 3900/-

### 2. HOW TO APPLY:

CANDIDATES ARE REQUIRED TO APPLY THROUGH ONLINE MODE ONLY, NO OTHER MODE FOR SUBMISSION OF APPLICATION IS ALLOWED.

- a) Instructions for filling up online form will be available in the departments Website <https://dipr.assam.gov.in> Candidates are advised to go carefully through the instructions provided in the above website while filling up forms.
- b) Online form can be filled up w.e.f. 12 noon of 24.12.2018 to 12 midnight of 08.01.2019 only. No application can be filled up after expiry of the given time as the link will be disabled.
- c) Since the applications are submitted online, the question of submission of applications through proper channel in case of the candidates already employed becomes redundant. However, such candidates shall intimate their appropriate appointing authority about submission of application in writing.

### **3. INSTRUCTIONS FOR FILLING UP ONLINE APPLICATION FORM**

- a) Before applying online, candidates are advised to- i) carefully go through the Advertisement. ii) Have a scanned (digital) image of passport size colour photograph with white background and signature in jpeg format not exceeding 50 KB and 15 KB respectively in size.
- b) **Documents/ Testimonials required to be uploaded at the time of filling up online application form are :**
  - i) Class VIII pass certificate.
  - ii) Birth certificate or Class VIII passed Certificate with Date of Birth mentioned from Head Master/ Principal of the school attended last. Candidates who have passed HSLC/ equivalent examination and above can submit their HSLC/ equivalent examination passed certificate for age proof.
  - iii) Certificate of Caste from the competent authority in respect of the candidates belonging to ST (P) / ST (H) / SC / OBC & MOBC.
  - iv) Up to date Employment Registration certificate.
  - v) Scanned photograph and scanned signature of the candidate

All the documents should be self-attested. The size of the scanned documents should be 80 KB to 100 KB.

4. **AGE:** Candidates' age must not be below 18 (eighteen) years and above 44 (forty-four) years as on 1.1.2018 as per Govt. OM.No.ABP.6/2016/8, dt. 18.4.2018 & ABP.6/2016/9, dtd, 25.04.2018. The upper age limit is relaxable up to 5 (five) years in case of SC/ST and 3(three) years in case of OBC/MOBC candidates. In case of Ex-Serviceman, age limit is relaxable by two years.
5. **WRITTEN TEST:** Candidates will have to appear for a written test at their own expenses if and when called for. The written test will be of 100 marks and will be completely OMR based.

#### **Candidates should also note:**

Incomplete and wrongly filled in application form will be summarily rejected and canvassing directly or indirectly will disqualify the candidature.

Detection of any fake documents / false declarations / misrepresentation of facts shall lead to rejection of candidature and will also be penalized as per existing

Rules/Law.

The list of candidates whose applications are found valid or rejected after scrutiny will be available in the department's website.

**Sd/-**

**I/c Director of Information and Public Relations, Assam  
Dispur, Guwahati-06**