No. DMA.614/Pl-12/019/3

ADVERTISEMENT

Applications are invited from Indian Citizen as defined in articles 5 to 8 of the constitution of India in the prescribed Standard Form as published in Assam Gazette Part-IX from the intending eligible candidates for filling up of the following vacant Grade-III sanctioned posts under the Directorate of Museums, Assam, Guwahati – 781001.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of Post</th>
<th>No. of Post</th>
<th>Requisite Qualification</th>
<th>Scale of Pay</th>
<th>Reservation (SC/ST/PH/OBC/SC/PH)</th>
<th>Place of Posting</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Junior Assistant</td>
<td>2 (two)</td>
<td>i) Bachelor’s degree from a recognized University  ii) Minimum 6 months Diploma in Computer Application (MS Word, Excel, PPT, Internet, PageMaker etc.) iii) Knowledge of BTP in both English and Assamese</td>
<td>Rs. 14000 to 49000 + GP - 6200/- pm</td>
<td>Unreserved</td>
<td>Directorate of Museums, Assam, Guwahati</td>
</tr>
<tr>
<td>2.</td>
<td>Booking Assistant</td>
<td>1 (one)</td>
<td>12th Passed from State/Central educational Board/ Council and Computer Diploma</td>
<td>Rs. 14000 to 49000 + GP - 5600/- pm</td>
<td>Unreserved</td>
<td>Directorate of Museums, Assam, Guwahati</td>
</tr>
</tbody>
</table>

Terms and conditions:
1. Candidates/ applicants must mention the Employment Registration No. along with date in their application form in appropriate column.
2. Candidates serving in Govt. Departments should submit their application through Proper channel.
3. Candidates must not be less than 18 years or more than 36 years of age on 1st January, 2019. The upper age relaxation for SC/ST etc. as per Govt. rule.
4. The last date of receipt of application is 10th July, 2019. No application will be entertained after the last date fixed.
5. Incomplete application will be rejected without giving any intimation to the candidates.
6. The application must be accompanied by the following documents:
   a. Self attested copies of H.S.L.C. Admit card for age proof, all the educational qualifications, caste certificate and valid employment Registration card and PFIC (for General Category) etc are must.
   b. Self attested two copies of recent passport size Photographs.
   c. A self address envelope size (22 cm x 10 cm) affixing postal stamp for Rs. 5 only
7. Candidates/ applicants will have to mention the name of the post applied for at the top of the sealed envelope covering the application form.
8. No application fee is required.
9. Application should be submitted by ordinary post to the Office of the Directorate of Museums, Assam, Ambani, Guwahati – 781001. No application would be accepted in person. Department will not be responsible for any loss of application on transit or for postal delays.
10. Selected candidates shall be appointed under the New Pension Scheme announced by the Govt. of India vide Finance Department’s circular No.BWS/FR-ITIII, dt. 25.1.2005.
11. Appointment against the sanctioned vacant post will be made in accordance with the provision of the Assam Fiscal Responsibility and Budget Management Act, 2005 under Section 7 (I) (G).
12. The written test (Objective Type) will consist of General Knowledge, General English, Mathematics and Assamese for Junior Assistant and Booking Assistant. No TA/DA will be borne for attending written test/ Computer test.
13. The successful candidates of written test will be called for Computer proficiency test.
14. Original documents are to be produced at the time of Computer test.
15. Canvassing in any form will disqualify the candidature of an applicant.
16. The decision of the Selection Committee will be final in all respect.
17. There will be no Viva-Voce (Interview).

Sd/- Director,
Directorate of Museums, Assam
Guwahati-781001.