

**National Leprosy Eradication Programme**  
**National Health Mission**  
**Directorate Family welfare & P.M Building (3<sup>rd</sup> floor)**  
**Gurkhabasti, Agartala.**

**Notice for Work-in-interview**

Walk – in-interview on competency based assessment basis will be held for the underneath post at a fixed pay under National leprosy Eradication Programme (NLEP) of National health Mission, Health & Family Welfare Department, Tripura. The engagement will be for 12 (twelve) months on contractual basis which may be extended based on performance.

Sl.No	Category	No. of Post	Minimum qualification	Job specification	Remuneration (in Rupees)
1.	Budget & finance Officer cum Admn. Officer	1 (one) Unreserved	*CA/ICWA/MBA/(Finance)/ M.Com with one year experience in financial and accounting matters. Or * B.Com with three years experience in financial and accounting matters. * Knowledge of dealing administrative matters. * Working knowledge of computers Age-up to 65 years	*All accounting; financial and administrative matters in the state leprosy cell. *Assist the District in keeping proper accounts. * Assist in regular Audit	Rs. 18,000/- p.m

Interview for the above mentioned post will be held on 17<sup>h</sup> August, 2015 from 11.00 A.m onwards in the office of the **Eye OPD I.G.M hospital (1<sup>st</sup> floor), Agartala.**

**Candidate is to submit the application address to Mission Director, NHM, Tripura in plain paper 5 days prior to the interview date to the Programme Officer, National Leprosy Eradication Programme, Directorate of Family welfare & P.M, Pandit Nehru Complex, Gurkhabasti, Agartala along with two Passport size recent color photograph and attested of relevant documents which is to be supported by original documents on interview date as per format given below. No TA/DA will be admissible for appearing the interview.**

*(Dr. Sandeep N. Mahatme, IAS)*  
*Mission Director*  
*National Health Mission*  
*Govt. of Tripura*  
*Agartala.*

APPLICATION FORMAT

<b>SL.No</b>	<b>Candidate's Particulars</b>	
<b>1</b>	<b>Name (In Block Letter) :-</b>	<b>Photograph with full signature to be affixed (Color Passport Size).</b>
<b>2</b>	<b>Father's/Husband's Name :-</b>	
<b>3</b>	<b>Permanent Address:-</b>	
<b>4</b>	<b>Postal Address for communication :-</b>	
<b>5</b>	<b>Tel./Contract No:- (e-mail ID if any)</b>	
<b>6</b>	<b>Date of Birth (DD/MM/YY):- (attach attested copy of Certificate of age proof)</b>	
<b>7</b>	<b>Age as on the Date of interview (DD/MM/YY):-</b>	
<b>8</b>	<b>Nationality attested copy of PRTC/Citizenship certificate):-</b>	
<b>9</b>	<b>Caste (ST/SC/UR) (attach attested copy of Caste certificate in case of ST &amp; SC candidate):-</b>	
<b>10</b>	<b>Educational Qualification:- (attach attested copy of Degree/Provisional Degree certificate or other documents in support of educational qualification and attested copy of the mark sheet of the final examination)</b>	
<b>11</b>	<b>Experience (attach experience certificate if any) :-</b>	

**Date:-**

**Place:-**

**Signature of the candidate.**