

Government of Tripura
State Health & Family Welfare Society
(NLEP section)

Dated, the Agartala 17/3/ 2017.

No.F.15 (02)-NLEP(NRHM)/Contractual Staff/2001-08-09 Sub-1

Notice for recruitment

The State Health & Family Welfare Society, Tripura are going to be filled up different category of posts as follows on purely contractual basis under National Leprosy Eradication Programme, the engagement will be for 11(Eleven) Months and may be extended based on the performance till project period.

Sl. No	Name of the post	Sancti oned Post	Age limit	Cata gory	Qualification & others as ToR of GOI	Job specification	Salary per month (in Rs.)
1.	Budget & finance Officer cum Admn. Officer	1 (one)	Age- up to 65 years	UR	*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.	*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

Instructions:

- Interested candidates are hereby requested to submit their Bio- data in the prescribed format & submit relevant self attested documents by hand/ by registered post in a sealed envelope with superscripted name of the post as " Application for the post of Budget & finance Officer cum Admn. Officer " & "Applicant's name.....S/o/ D/o/ W/o....." addressed to the Mission Director, NHM, Tripura and should be submitted to the office of the programme Officer , NLEP Section, DFW&PM, Nehru Complex, Gurkhabasti, Agartala, Pin -799006 on or before 6th April' 2017(10.30 AM to 4.00 PM) excluding Govt. holidays. No application will be received after 4.00 PM of 6th April' 2017. Authority will not be liable for any postal delay.
- Candidates may also submit their scanned application in the prescribed format along with all required documents in "pdf," format through e-mail to nleptripura@gmail.com before 4.00 PM of 6th April' 2017
- Name of short listed eligible candidates will be published in the official website of NHM (<http://tripuranrhm.gov.in/>) on due time for appearing in the written Preliminary Competency Assessment Test.
- Competency Assessment Test will be conducted out of 60(sixty) marks (20 marks from GK/ Current affairs, 40 marks from Job related) and pass marks will be 50%. Candidate/s passed in the Competency Assessment Test will be called for final interview / Viva- voce test, which will be conducted out of 40 marks.

(B) 10/3/17

5. The date, of the written Preliminary Competency Assessment Test will be on 17th April'2017 at 11.00 AM in the conference hall of NHM and out of eligible candidates Viva-Voce will be held on 25th April'2017 at 11.00 AM. in the conference hall of NHM, Palace compound, Agartala {website (<http://tripuranrhm.gov.in/>) }.

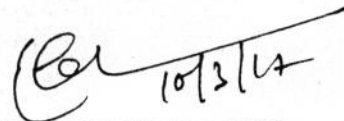
6. Successful candidate of Preliminary Competency Assessment Test will be called for interview. The date, time, venue & other details of the interview will be published in NHM website (<http://tripuranrhm.gov.in/>) in due course of time. Final selection of the candidates for the post will done based on merit, i.e marks obtained in the Competency Assessment Test plus marks obtained in the final interview / viva-voce cumulatively.

7. No communication will be made through issuing call letter or publishing in the local dailies further during the next procedure of written Competency Assessment Test and the interview, except NHM website (<http://tripuranrhm.gov.in/>).

8. Final selection will be done by the Interview Board for the post applied for, based on Merit List and maintaining 100 point roster, which will be also published in NHM website on due time.

9. No TA/DA will be given for appearing in the Competency Assessment Test or interview.

10. The Notice of recruitment may also be downloaded from (<http://tripuranrhm.gov.in/>).



(Dr. Shailesh Kumar Yadav, IAS)
Mission Director, National Health Mission
Government of Tripura.

Application format

To

The Mission Director
National Health Mission
Government of Tripura,
Agartala.

Recent colour
passport size
photograph with
full signature

- 01 . Name of the post applied :
02. Name of the candidate :
03. Father's / Husband's name :
04. Permanent Address: :
- 05 . Address for correspondence to which communication is to be made. :
06. Contact Number :
07. Whether SC/ST/EX-Serviceman :
08. Aadhar card no :
09. Date of Birth :
- 10 . Education and other qualification (mentioning year of passing, total marks obtained & percentage of marks obtained). :

Name of the examination	Name of the board	Year of passing	Total marks obtained	Percentage of marks obtained

11. Experience (if any) :
12. Employment Exchange Reg. No. :
13. Nationality :
14. Religion :
- 15 . Other information (if any) :

Signature of the candidate with date