

**Nation Health Mission
Health Directorate Building (3rd floor)
Pandit Nehru Complex, Gurkhabasti, Agartala.**

Notice for Work-in-interview

Walk – in-interview will be held for the following posts at a fixed pay under national leprosy Eradication Progr5amme (NLEP) of National health Mission, Health & Family Welfare Department, Tripura. The engagement will be 11 (Eleven) 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
2.	Data Entry Operator (D.E.O)	1 (one) Unreserved	*Graduate from recognized university. *One year integrated Diploma in computer. *Working knowledge of computers and data entry. Should be able to work with MS office. Age-up to 65 years	*All work of data Computerization and management in the SLOs Cell.	Rs. 9,500/-P.m

Interview for the above mentioned post will be held on 30th January, 2014 from 11.00 A.m onwards in the office of the Deputy Drug Controller ,Pandit Nehru complex, Gurkhabasti, Agartala.

Registration for the candidate will start from 10.30 A.m and will continue up to 1.00 P.m. No application will be received after 1.00 P.m . T.A/D.A will not be admissible for appearing before the interview board.

Interested candidate are requested to appear before the interview board in the office of the Deputy Drug Controller ,Pandit Nehru complex, Gurkhabasti, Agartala with an application in plain paper addressed to the Mission Director, N.H.M, Tripura as format given below along with the original and attested copies of relevant documents and 2 pass port size recent color photograph.

**(Dr. Sandeep R Rathod)
Mission Director
Nation Health Mission
Govt. of Tripura
Agartala.**

APPLICATION FORMAT

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

Date:-
Place:-

Signature of the candidate.