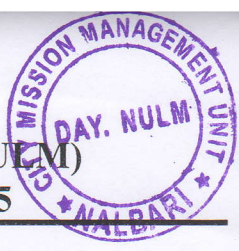




OFFICE OF THE CITY MISSION MANAGEMENT UNIT

ASSAM STATE URBAN LIVELIHOODS MISSION SOCIETY, (DAY NULM)

NALBARI MUNICIPAL BOARD, NALBARI, ASSAM - 781335



No: - NMB/ ASULMS(CMMU)/Recruitment/310/10/2017-18/ 437

Date. 17/09/2019

ADVERTISEMENT

Applications are invited for contractual engagement for the post of **Computer Operator** in the office of the City Mission Management Unit, Nalbari Municipal Board, Nalbari, under Assam State Urban Livelihoods Mission Society, Assam (DAY-NULM) for the following position:

| Sl no | Name of the Post | No. of Post | Age Limit | Academic Qualification | Experience | Maximum Unit Pay (in Rs.) |
|-------|------------------------------------|-------------|-----------------|--|---|---------------------------|
| 1 | Computer Operator (Contractual) | 01 | 23 to 35 Yrs | 1. Graduate in any discipline from Govt. recognised Institute. 2. Candidates must possess a minimum 6 months Diploma in Computer Application from Govt. recognised Institute. | Knowledge and experience in documentation, reporting, data analysis and online monitoring activities in social/ community development projects. Working knowledge of data management software will be desirable. Previous work exp. in Govt. sector will be preferable. | 15000/- PM |

GENERAL TERMS & CONDITIONS:

- 1 This engagement will be purely temporary on contractual basis.
- 2 Initially the engagement will be for 11 (Eleven) months. Based on performance and requirement of the mission, contract may further be extended.
- 3 Only shortlisted candidates will be called for written test & Computer test/interview for which no TA/DA will be paid.
- 4 Mere fulfilment of the minimum qualification will not vest any right on candidates for being called for written test/Computer test.
- 5 A self addressed envelope of 9``x 4`` size affixing postal stamp of Rs. 5/- must be enclosed with the application.
- 6 Duly filled applications on Standard Form of Application publish in the Part IX of the Assam Gazette along with 3 (three) copies of passport size photograph and self attested photocopies of all testimonials should reach the office of the **City Mission Management Unit, (DAY-NULM), Nalbari Municipal Board, Nalbari, Pin: 781335** on or before **03th October (5.00 PM), 2019.**
- 7 The undersigned reserves the right to reject any or all applications without any reasons thereof.

City Project Officer

City Mission Management Unit

DAY-NULM, (ASULMS)

Nalbari Municipal Board, Nalbari.

CITY PROJECT OFFICER
CITY MISSION MANAGEMENT UNIT
DAY-NULM, NALBARI