

Government of Tripura
State Mission Management Unit
Tripura Rural Livelihood Mission
Rural Development Department

No.F. 3(51)-RD(TRLM)/2016/ 220 - 237

Dated..19/04/2016

ADVERTISEMENT No. 2/ 2016

Applications in prescribed form are invited from bona fide Indian Nationals for recruitment to the following post of Tripura Rural Livelihood Mission (TRLM).

Sl. No.	Name of the Post	No. of posts			
		SC	ST	UR	Total
1	Office Attendant	2	4	6	12

2. Detailed particulars of the post is given in annexure – A. The number of post may increase or decrease depending on the circumstances.

3. Applications in prescribed form (Annexure – B) shall be received upto 5 PM on 07.05.2016 in the office of the West Tripura District Rural Development Agency (DRDA), situated in the office premises of the DM & Collector, West Tripura. Applications may be submitted by hand or by registered post to the aforementioned address. Any application received after the closing date and time shall not be accepted.

4. Engagement to the aforementioned posts shall be purely on contract basis for a period of not more than 11 (Eleven) months. Re-engagement for further periods may be issued in case of satisfactory performance after giving one day break on completion of the earlier period. However, engagement may be terminated from either side with one month's prior notice.

5. Incumbents to the above mentioned post shall be entitled to annual enhancement in remuneration, leave, travel allowance and other benefits in pursuance of the approved HR Manual of TRLM.

6. The applicant shall not be more than 40 years of age as on 20.04.2016. However, the upper age limit is relaxable upto 5 years for SC / ST candidates.

7. Any intending applicant serving in any Office/ establishment/ organization shall submit the application through his/ her employer or alongwith 'No-objection Certificate' from his/ her employer. Such application must reach this office within the last date invariably.

8. An applicant employed/ engaged in any Govt. establishment/ organization or PSU may apply for appointment on deputation to the post of Office Attendant if the qualification and experience etc. matches the requirements. In that case the applicant is to apply through his/ her employer or alongwith No Objection Certificate from his/ her employer. Such applications must reach this office within the last date invariably.

9. Application is to be submitted in the prescribed form alongwith the following documents.


- I. One copy recent passport sized photographs is to be affixed on the application form.
- II. Self Attested copy of the age proof certificate.
- III. Self Attested copy of citizenship certificate/ PRTC.
- IV. Self Attested copy of the Transfer Certificate/ certificates of educational qualification.

- V. Self Attested copy of experience certificate.
- VI. Self Attested copy of any other relevant document.
- VII. Self Attested copy of Scheduled Caste/ Tribe Certificate, if the applicant is a member of SC/ ST.
- VIII. Self Attested copy of No Objection Certificate in case of in-service applicant.

10. Applications of candidates not having the required qualification, experience etc. shall be summarily rejected.

11. No TA/ DA etc. shall be admissible to the candidates for attending interview etc.

12. Details of the advertisement may also be seen at the website www.rural.tripura.gov.in.


19-04-2016


(Arupratan Sarma)

Chief Executive Officer

Tripura Rural Livelihood Mission

Copy to :

1. The PS to the Hon'ble Minister for Rural Development for kind information of the Hon'ble Minister.
2. The Principal Secretary, for kind information.
3. The District Magistrate & Collector, North Tripura/ Unakoti/ Dhalai/ Khowai/ West Tripura/ Sepahijala/ Gomati/ South Tripura for information and needful action.
4. The Project Director, DRDA, North Tripura/ Unakoti/ Khowai/ West Tripura/ Sepahijala for information and needful action.
5. The District Mission Manager (PD, DRDA), Dhalai/ Gomati/ South Tripura for information and needful action.
6. The Director, Information Technology with a request to arrange display of the advertisement on website www.rural.tripura.gov.in.


19-04-2016
CEO, TRLM

**Particulars of the post for recruitment
in Tripura Rural Livelihood Mission (TRLM) – Advt. No. 2/2016**

Sl No.	Name of the Post	No. of Post	Maximum Age	Mode of recruitment	Required qualification	Required experience	Monthly remuneration (in ₹)
1	Office Attendant	12 (Twelve)	40 yrs.	Direct recruitment on contract basis	Eight standard pass	-	7,500
			-	On deputation from Govt. deptt./ PSU	-	-	As per pay certificate

APPLICATION FOR RECRUITMENT IN TRLM
Advertisement No. 2/2016

1. Name of the Candidate :
2. Father's Name :
3. Husband's Name :
(in case of married female applicant)
4. Mother's Name :
5. Date of Birth :
6. Post Applied For :
7. Permanent Address :
8. Address for correspondence :
9. Contact Phone Number
(the phone number must be an active one)
10. Contact email id :
(the email id must be an active one)
11. Nationality :
12. Religion :
13. Whether SC/ ST, if so, name of the Caste/ Tribe :
14. Whether in service in any organization. If so details of the organization is to be given
15. Educational qualification :
16. Details of Experiences :

Affix recent passport size photograph
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Organization	Position held	Job profile	Duration (in years & months)	Any other relevant information

Declaration :

I do hereby declare that, all the information given above is true to the best of my knowledge and belief. I also understand that my candidature/ selection shall be liable for cancellation in case any of the information is found to be incorrect/ false.

Signature of the Candidate

Date:

Place: