


1	<b>Name of Post</b>	<b>Assistant Administrative Officer</b>
2	No. of Post	02 (Subject to variation)
3	Whether selection post or non- selection post	Selection/Non Selection
4	Classification	"B"
5	Scale of pay	7450-225-11500
6	Whether benefit of added years of service admissible under rule 30 of the CCS (Pension Rules, 1972)	Not Applicable
7	Age limit for direct recruits	Not Applicable
8	Educational Qualification and other qualification required for direct recruits	Bachelors degree in Arts/Commerce/Science
9	Whether age and educational qualifications prescribed for direct recruit will apply in the case on promotes.	Not Applicable
10	Period of probation if any	Not Applicable
11	Method of recruitment whether by direct recruit or by promotion or by transfer on deputation and percentage of vacancies to be filled by various methods.	<p>By promotion failing which by deputation.</p> <p><b>Promotion:</b> Office Superintendent / Office Assistant of the institute with 4 (four) years regular service in the grade.</p> <p><b>Deputation:</b> Officials working under Central / state govt. autonomous / statutory bodies and PSU. Holding an analogous post on regular basis or person working as Office Superintendent with 5 (five) years regular service in the pay (Rs 5500-9000) or equivalent with good knowledge of central govt. rules related to medical institute/college.</p> <p>The period of deputation shall ordinarily not exceed 3 years.</p> <p>The maximum age limit for appointment by deputation shall not be exceeding 56 years on the closing date of receipt of application</p>
12	In case of recruitment is done directly or by promotion or by transfer on deputation etc, the grades from which promotion/ deputation /transfer to be made.	As per column 11



12	In case of recruitment is done directly or by promotion or by transfer on deputation etc, the grades from which promotion/ deputation /transfer to be made.	As per column 11
13	If Departmental Promotion Committee/Selection Committee exists, what is the composition?	As constituted by the competent authority
14	Circumstance in which Union Public Service Commission is to be consulted in making recruitment.	Not Applicable

  
DEPUTY DIRECTOR  
LGBRIMH, Tezpur  
Sonitpur, Assam