

लोकप्रिय गोपीनाथ बरदलै क्षेत्रीय मानसिक स्वास्थ्य संस्थान
तेजपुर: असम: पिन: ७८४००१
LGB REGIONAL INSTITUTE OF MENTAL HEALTH
(Govt. of India, Ministry of Health & Family Welfare)
Post Box No. 15: FAX No. (03712) 233623
TEZPUR:: 784001 :: ASSAM

No. LGB/Estt/246/01/Part-IV/3770

Dated 10th Nov.,2020

ADVERTISEMENT -No. 01/2020

Applications on prescribed format are invited from the citizen of India for filling up the following posts by deputation as specified below so as to reach by 10.12.2020.

Sl. No	Post	No. of Post	Level	Mode recruitment	Age Limit
1.	Project Engineer	1	L-11	Deputation	Below 56 years
2.	Accounts Officer	1	L-10		
3.	Assistant Administrative Officer	1	L-7		

Essential Qualification and Experience for Sl. No. 1: (i) Bachelor's Degree in Civil Engineering from a recognized University/Institutions. (ii) Officers holding analogous posts or with at least 5 years service in the grade rendered after appointment thereto on a regular basis in posts PB-3, GP of Rs. 5400/- in the Central/State Governments (iii) Working experience as an Executive Engineer or Assistant Executive Engineer in a Government or Semi Government organization on regular basis especially in Building/Bridge/Civil Construction Works.

Essential Qualification and Experience for Sl. No. 2: (i) Bachelor's Degree in Commerce/Arts/Science from a recognized University. (ii) (a) Holding analogous posts on regular basis or 5 years regular service in the pre-revised pay scale Rs.6500 – 10500 or 8 years regular service in the pre-revised pay scale of Rs.5500 – 9000/- having working experience in the Accounts, Finance & Budgetary matters and other related field / Organized Accounts Cadre / Assam Financial Services etc. (b) Passed in the Subordinate Accounts Service/JAO or equivalent examination conducted by any of the Accounts Department of the Central Government.

Essential Qualification and Experience for Sl. No. 3: (i) Bachelor's Degree in Arts/Commerce/Science. (ii) Holding analogous post on regular basis or 3 years regular service in the pre-revised scale of Rs. 5500-9000/-[(Rs. 9,300-34,800 + GP Rs. 4200) (Now L-6)] or 8 years regular service in the pre-revised scale of Rs. 5000-8000/- [(Rs. 9,300-34,800 + GP Rs. 4200) (Now L-6)] having at least 2 years experience in administration/establishment/procurement related works in Central/State Government/ Central Autonomous Body/PSUs.

NOTE:

- (1) The time-scale of pay of State Government/Central Autonomous Body/PSUs should be identical with the pay scale of Government of India (GOI).
- (2) Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other organization/department shall ordinarily not exceed 03 (Three) years.
- (3) Departmental candidate in the feeder category who are in direct line of promotion shall not be eligible for consideration on deputation.
- (4) Applications once forwarded will not be allowed to withdraw.

Signature
12/11

GENERAL CONDITIONS:

(1) Candidates who do not fulfill requirement of advertisement need not apply. (2) Allowances will be as per Central Government rates as adopted by this Institute from time to time. (3) Candidates working in State/Central Govt./PSU/ Autonomous Body must apply through proper channel or submit "No Objection Certificate." (4) The application is to accompany with a Bank Draft of Rs.100/- to be drawn in favour of the Director, LGBRIMH, Tezpur and attested copies of certificate / one PP size photograph along with Vigilance clearance/integrity certificate/No penalty certificate/attested copies of last 5 years ACRs so as to reach to the Administrative Officer, LGBRIMH, Tezpur – 784001 latest by 10.12.2020 within working hours. (5) Application Format may be downloaded from www.lgbrimh.gov.in. (6) Applicants are advised to follow Institute's website from time to time to note down modifications, if any. (7) The crucial date for reckoning the age limit shall be the last date for receipt of application. (8) Incomplete application or not in prescribed format and application received after last date will be summarily rejected. (9) Canvassing in any form will be treated as disqualification. (10) Mere fulfillment of minimum requirement does not entail a candidate to be called for/shortlisted for interview/written examination.

S. S. S.
10/11

Director
LGBRIMH

LGB REGIONAL INSTITUTE OF MENTAL HEALTH

(POST APPLIED FOR)

Please affix a recent Passport size photograph with your signatures

1. Full Name (in Block letter) _____

2. Father's/Husband Name _____

3. (a) Date of Birth _____

(b) Age as on 10.12.2020 _____

4. Whether belongs to SC/ ST /OBC: _____

5. Caste: _____

6. Religion: _____

7. Advertisement No. 01/2020 (File No. LGB/Estt/246/01/Part-IV/3770 dated 10.11.2020)

8. Demand draft No. _____ Dated _____ Bank Name _____

9. Sex:

Male	Female

10. Address for Communication: _____

11. Mobile No. _____

12. Email. I.D _____

13. Permanent Address: _____

14. Academic and Professional Qualifications

Degree/ Diploma	Subjects	Percentage of Marks/Grade/ Div.	Name of Board/ Univ./Institution	Duration of study	Month & Year of Passing

15. MCI/RCI/INC Registration No. (Please attach a copy of certificate) _____

16. Publications: (Please attach list of papers published in indexed and non-indexed journals)

17. Prizes, Honours, Awards Distinctions, if any: _____

18. Chronological record of employment (Use additional sheets, if necessary)

Name & address of Organization	Post held	Duration		Scale of Pay/ Pay band + GP	Nature of duties Performed
		From	To		

19. Nature of present employment (Please Mark):

Temporary	Permanent
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20. In case the present employment is held / on Deputation contract basis, please state.

a) The date of initial appointment : _____

b) Period of appointment on deputation/contract : _____

c) Name of the parent office/ organization to which you belong : _____

21. Additional details about present employment. Please Mark:

Central Government	State Government	Autonomous Organization	Government Undertaking	Universities	Others
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22. Are you in the Revised Scale of pay? If yes, give the date from which the revision took place and also \ indicate the pre-revised scale. _____

(a) Total emoluments per month, now drawn: _____

23. Additional information, if any, which you would like to mention in support of your suitability for the post.

(This among other things may provide information with regard to (i) additional Academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the vacancy circular / advertisement) (Note: Enclose a separate sheet, if the space is insufficient).

24. Please give the names, designation & address (E-mail, Fax & Phone numbers) of two referees under whom you have worked.

- i) _____

- ii) _____

DECLARATION

I have carefully gone through the vacancy circular/advertisement and I am well aware that the biodata, duly supported by documents submitted by me will also be assessed by the selection committee at the time of selection for the post. I hereby declare that the information given by me in this application is true and correct to the best of my knowledge and belief.

Place: _____

Date: _____

Signature of candidate

Certificate to be given by the Head of the Office / Deptt. of the Applicant

(To be filled up only in case of Transfer on Deputation)

1. It is certified that particulars furnished by the official are correct as per service record.
2. It is certified that no disciplinary / vigilance case is pending or contemplated against the applicant and he/she is clear from the vigilance angle.
3. His/Her integrity is certified.
4. He/She will be relieved of his/her duties to take up assignment in the LGBRIMH on his/her selection.
5. Attested copies of last 5 years ACRs/dossiers are forwarded herewith in sealed cover.

Signature /Name /Designation with office seal